

LAKE CREST HOMEOWNERS ASSOCIATION BOARD MEETING
February 4, 2019

Minutes of the Home Owners Association Board Meeting of the Lake Crest Homeowners Association, Hoover, Alabama, held at Hoover, in Neighborhood Clubhouse, Alabama at 9:10 p.m. on the 4th day of February 2019.

I. CALL TO ORDER

Board Member Becky Hestley called the meeting to order at 9:10 pm.

II. ROLL CALL OF OFFICERS

Present: Felecia Brewer, David Buchanan, Anita Frederick, Becky Hestley, Karin Hill, Scott Kopf, Kristen Osborne, and David Walls

Also Present: Jody Northcutt LCHOA Property Manager

III. PRESIDENT REPORT

Becky Hestley- Reported that due to changes in her professional responsibilities she would like to transition from President to Member at Large. She nominated David Walls for President and was seconded by Kristen Osborne, unanimously approved. In order to fill the Vacancy of Vice President Karin Hill moved that Scott Kopf take that roll it was seconded by Becky Hestley and unanimously approved.

IV. BOARD UPDATES

A. Board Meeting Style- We discussed the motion for an Open Board Meeting Style vs a Closed Meeting. It was explained that if approved our Open Meetings would be pre-published with date and time and a provided agenda including rules of order for any visitors at the meeting. This style would also be approved with the exception that we will ask for private session during sensitive topics or as it is deemed appropriate for executive matters. Vote was called by David Walls, seconded by Anita Frederick and passed in a 6 to 2 vote.

B. Meeting Schedule- It was discussed that as a whole the Board would like to have any meetings on Tuesdays instead of Monday this was agreed upon and in the effort to increase transparency a yearly Meeting Schedule was derived, it is as follows:

HOA Meetings (quarterly)- April 9th, June 11th, August 13th, Annual Meeting, November 12th
Board Meetings- March 12th, May 14th, July 9th, September 10th, October 8th

Since these meetings will occur on Tuesday instead of Monday and there will be two types: Board and HOA it was approved for Jody to order inserts for the signs around the neighborhood announcing these meetings with the correct days, and type of meeting.

C. Board Member Replacement- A resident had asked for reminder of which current board member replaced which previous board member and the length remaining on each term. This information is as follows: Scott Kopf, Vice President, replaced Shelly (3 year term) Kristen Osborne, Treasurer, replaced Quittie (3 year term), Anita Frederick, Secretary, replaced Mark (2 year term), Becky Hestley, Member at Large, replaced Charlie (2 year term), David Buchanan, Member at Large, replaced Lee (1 year term), the remainder of the board is David Walls, President (3 year term) Karin Hill, Member at Large (3 year term) and Felecia Brewer Member at Large (remainder of elected term left to serve).

D. Website Update- David Walls has been working with Jon Lunceford at Flux Media to get a quote and scope of update for our HOA website. They determined that Flux Media could host the site as well as make it Mobile Optimized, Secure and Provide Logins for residents to make payments and access the neighborhood address book as well as other sensitive financial documents for the HOA at large, an archive of meeting minutes, the ability to rent the clubhouse, seasonally appropriate photos as well as photos from neighborhood events etc., a cleaner look and logo as well as a welcome page with important information and contact numbers and e-mails and a calendar of events. This project if started in the next week can be completed by the end of March for \$1,050.00 total including the first year of web hosting. After the initial year he can transfer host rights over to the HOA or continue to host for \$300 per year. This was motioned for approval by David and seconded by Scott, unanimously approved with the idea we will look at continued web site hosting and how that fits in the budget at the conclusion of the year. Website updates will be completed by end of March.

E. Management Update- Jody updated that she would send out the dues notices this week that they would be late as of February 28th and a fine assessed as of March 1st.

It was motioned that we purchase Adobe Pro so that Jody can use it for her needs in creating documents. Scott motioned that he check the price that is available to him as he has a discount and it was decided we would discuss and make a motion on this topic at our next meeting.

It was discussed that 1099 forms will be sent out to anyone who received a credit memo for the previous year and Jody will complete this as soon as possible.

F. New Business- In regards to Projects that Require Bids and Approvals under \$1500.00 it was unanimously decided that we would not require 3 bids for any project that is under \$1,500.00 in total. This was based off the way that the city of Hoover also does their Project System.

David Walls made a motion to adjourn the meeting at 9:40 PM.

Next meeting will be HOA Board meeting March 12,2019 at 7:00 PM at the Clubhouse.