



**Latham Park Homeowner Association, Inc.**  
**Board of Directors Meeting**  
**June 16, 2021**  
**6:00PM**

**Meeting Minutes**

1. Call to Order – Denver called the meeting to order at 6:03
2. **Quorum of the Board** – All Members present
3. Affidavit of Notice: Notice was posted onsite at least 48-hours in advance of the meeting with all meeting dates through March 2022.
4. **Approval of Previous Meeting Minutes:** May 19, 2021. John moves to approve. Angela approves. **All in favor, motion carries.**
5. **Financial Update**
  - a. Review monthly financials
    - i. AR – past dues only at \$2500.00
  - b. Remainder 2021 and 2022 Budget Proposal
    - i. 2020 Board commissioned reserve study which revealed reserves poorly funded. Decision made last year to wait to increase reserves because of unknown impact of COVID on families and surprise as to amount needed.
    - ii. Current Board moving forward with proposed budget increase to account for increase needed in reserves in accordance with fiduciary obligation. Reserve analysis was updated 2021 to challenge some assumptions in original study. Majority of increase related to building up needed reserve account. Some other smaller increases to account for increases in Operating Expenses (example: landscaping contract changed and 2020-2021 budget did not reflect that increase). Detailed review of line item increases and response to homeowner questions regarding changes.
    - iii. Reserve account: AW accounted for reserves at builder's cost not adjusted for inflation (or retail cost) and that is how they determined to fund the reserve cost 5 years ago. HOA could not replace capital assets at those account levels.
    - iv. Budget proposal for 18 months. Question raised regarding waiting until January to implement. Given reserve status, delay not advisable. Delay would create further shortages in reserves that would need to be accounted for. John moves to approve budget. Denver second. **All in favor, motion carries.**
6. Committee Updates
  - a. Communications-Katherine Price
    - i. Coordinated and built communication on budget increases
    - ii. Email opt-in: Huge increase in email sign-ups. Emails go out Fridays with email
    - iii. Accolades to Committee for great work on website and weekly emails
  - b. Events-Samantha
    - i. Fathers Day – Donuts with Dad planned for this weekend.
    - ii. July 4<sup>th</sup> – Parade through neighborhood. Denver moves to approve parade and flyer. Bill second. **All in favor, motion carries.**
    - iii. Community yard sale – having one in July will not allow us to have another one this year. Would be better to have one in Spring and one in Fall. Hold off until October.
    - iv. State Farm reached out and requested to have an event (ice cream social or pool party). More information needed. Concerned about possible solicitation and may be slippery slope. Will review with more information.
    - v. Orange County reach out regarding youth program. Sam will obtain additional information.
  - c. ARB
    - i. Meeting scheduled for tomorrow. Will be doing interviews for new members. Basketball form needs to be sent to ARB members. Jessica will send to ARB and Communications committee.

- d. Grounds-Jason
  - i. Pool Umbrella-ordered
  - ii. Garbage Cans – vermin deterrent cans proposal. Denver moved to approve Grounds committee to spend up to \$1500 for cans with flapper lids. John second. **All in favor, motion carries.**
  - iii. Furniture – quote for 4 tables and chairs for around pool with umbrella and 4 chairs per table. Discussion on adding an additional 4 tables and 16 chairs to replace wood tables in cabana. Denver moves to approve 4 tables, 16 chairs color to be determined by Grounds committee. Angela second. **All in favor, motion carries.** Grounds committee to determine if will honor price for another set, and look into small round tables.
  - iv. Latham Park Beautification Project-Cherry Lake Proposal inadequate. Will ask if they intend to update.
7. Manager Update- manager sends a report monthly with the financial packet. Cherry Lake was contacted about unsatisfactory mowing. Expectations reinforced.
8. Old Business
  - a. Fireplace repair update- waiting on part.
  - b. Community Rules updates...start a project; meantime Melrose to enforce all rules.
  - c. Basketball hoops- Implementation. Form will be sent to ARB for awareness for implementation of process. Communication committee will put up on website.
  - d. Fines committee-previous board defined fine structure. Will review for implementation. Fines can go toward reserves.
9. New Business
  - a. Melrose-Authorization amount Adjustment. Current authorization to \$250 to spend without approval. Looking for authority to approve routine budget line items where Request comes through committee within budget parameters. Angela moves to approve Melrose Spend within authorized budget amounts within approved budget of board. Denver, John, Emily vote in favor. Bill oppose.
  - b. Key Fob proposal for side pool gates. Consistent problem. Bike locks not working. Kids accessing gate. Denver moves to approve up to \$7,071.60 for key fob lock system for gates. John second. **All in favor, motion carries.**
  - c. Power Washing circle and mailboxes. Community members reached about condition of mailboxes. Part of budget and maintenance. Denver moves to approve power wash quote. Angela second. **All in favor, motion carries.**
  - d. Pool Deck-Maintenance
10. Open Forum
  - a. Request for Town Hall: July 14 at 6:30 pm at pool
  - b. Pool rules – guests are permitted. Parties defined in pool rules. Once parties allowed again, parties require Board approval. Denver moved to allow parties per rules. John second. **All in favor, motion carries.**
11. Date of Next Meeting: Board meets on the 3<sup>rd</sup> Wednesday of every month at 6pm.
12. Adjournment. Denver moves to adjourn at 8:27. Bill second. **All in favor, motion carries.**