



**Latham Park Homeowner Association, Inc.
Board of Directors Meeting
November 17, 2021
6:00PM**

Meeting Minutes

1. **Call to Order** – Denver called meeting to order at 6:02 pm
2. **Quorum established:** Denver, Bill and Emily present.
3. **Affidavit of Notice:** Notice was posted onsite and on Lathamparkhoa.com at least 48 hours in advance of the meeting with all meeting dates through Jan 2022
4. **Approval of Meeting Minutes** for Oct 20, 2021. Bill moved to approve. Emily second. **All in favor, motion carries.**
5. **Financial Update** – November financial package will be presented at the next meeting
6. Committee Updates
 - a. ARB Committee –
 - i. 4 pending applications
 - ii. Still working on verbiage for permanent Christmas rights
 - b. Communication Committee – Electronic Forms and Voting
 - i. Continued review of electronic voting options
 - ii. ElectionBuddy is the preferred option for 2022. Denver moved to approve up to \$1500 to sign up with Election Buddy for 2022 elections. Bill second. **All in favor, motion carries.**
 - c. Grounds Committee – Kristen Lecoumpte
 - i. Tree removal, sod replacement, removal of plants, and planting of new annuals at entrance: CLM Landscape professionals had most competitive bid. Bill moves to approve quote from CLM Landscape (~\$3,000). Denver seconds. **All in favor, motion carries.** Melrose to connect with CLM to coordinate.
 - ii. Holiday light install completed November 16. Pay portion now, and pay remainder at removal. Waiting on certificate of insurance from Company and will proceed with payment once received.
 - iii. Playground Proposal - Committee recommends Lexington Playground.
 - Creative Recreation quote: \$55,912; Willygoat \$52,585; Dragon Recreation = \$52,192
 - 29 feet long by 16 feet wide (new playground) compared to current playground of 18 feet long, 14 feet wide
 - Creative recreation includes weed block and Melrose has used in past with good results; recommended vendor by Committee based upon interactions and work in planning process
 - \$76,000 carried over “surplus” from prior years budget. In financial position to support this decision.
 - Many months of planning have gone into this, significant work on part of Grounds committee and two surveys of community supporting this path.
 - Bill moves to approve moving forward with quote from Creative Recreation. Denver second. **All in favor, motion carries.**
 - Melrose and Jason to coordinate
 - iv. Power washing common areas, front of mail boxes, playground: Working on securing competitive quotes
 - d. Events Committee – Samantha Reed
 - i. Thanksgiving
 - Food Drive planned (exploring if can do it for week or rather have it align with run)
 - Individuals will plan a Turkey Trot (not affiliated with HOA)
 - ii. Holiday Party options for December



- Santa and Pancake breakfast (Santa and decorating budget)
 - a. Saturday, December 4 9am-11am
 - b. Engagement Fee (John MacLeod) - \$225 (will confirm if we can bring pets)
 - c. Denver proposing approving \$500 for decorations – allowing this to be a setting for “professional” looking photos
 - d. Denver moves to approve \$800 total for Santa event to include Engagement fee and corresponding decorations. Bill second. **All in favor, motion carries.**
- Ugly Sweater/T-shirt Party
- Holiday Decorating Contest – Bill moves to approve two (2) \$50 gift cards for decoration prizes. Denver second. **All in favor, motion carries**
- e. Ad-Hoc Committee – Haley Pereira
 - i. Reviewing multiple RFP on Management companies
 - ii. Task force presenting to Bill and Emily (Denver has been involved)
 - iii. Will look for inviting top 2-3 options for interview with Board.
 - iv. Looking to have decision in January with implementation April 2022
- 7. Manager Update-Melrose
 - a. Vendor coming out Friday to have pool side gates reviewed and fixed (gates not shutting properly following lock install)
 - b. Enforcing rule prohibiting visible water softener
 - c. Seeing some non-conforming flags and banners over 36 inches; those will be noted on next report
- 8. Old Business
 - a. Basketball hoop reminder – if have basketball hoop, reminder to fill out application with ARB
 - b. Pool Side Gate updates - see Manager update
 - c. Power Washing North Side pocket Parks-Completed and looks good
 - d. Wifi around pool – Bill will continue to work on this.
- 9. New Business
 - a. Mulch-Vote on proposal
 - i. Prior red mulch has been criticized
 - ii. Chery Lake: Chocolate Mulch is \$17,745 compared to \$13,000 for red mulch (increased cost due to need to cover the red mulch)
 - iii. Explored option of doing this in phases (or very specific areas to focus on this year) - \$13-14,000
 - iv. This \$13K quote from Cherry Lake aligns with budget and quote from last year but the quality of the red mulch is even criticized by Cherry Lake. Will work with Cherry Lake to be strategic in where can place new brown mulch within budget.
 - v. Denver moves to Approve up to \$14,000 for mulch. Emily seconds. **All in favor, motion carries**
 - b. Melrose to work on compiling vendor list request with company name, contact person, phone number, and email.
- 10. Open Forum
- 11. Date of next meeting: Board meets on the 3rd Wednesday of every month at 6:00 pm
- 12. Adjournment – Bill moves to adjourn meeting at 7:03 pm. Denver second. **All in favor, motion carries.**

