



## Board Meeting Minutes

Date: November 21, 2024, at 7:00 p.m.

Trustees: Fred Wells (Treasurer), Peta Shepherd (Secretary), Dave Wolfe, Debbie Epperson, Stacy White

Others: Leland Faux (President), Anne-Marie Davidson (Vice President), Jay Sutton (Facility Manager), Heather Prater (Assistant Treasurer), Ashley DeGraffenreid (Executive Secretary)

Guest: Richard Rolle

Excused: Catherine Faux

Meeting Location: [Click here to join the meeting](#) or Microsoft Teams Meeting ID: 938 457 316 254 1 and Passcode: MYFpxa

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President Leland Faux called the meeting to order at 7:02 p.m.

### Good of the Order (President)

- Memorial for Laurie Albright – A motion was made to purchase a blue Hydrangea in the spring and a memorial brick for no more than \$200.00 in honor of Laurie for her many years of service on the Park Committee. **MSC**
- The Holiday Party will be held at Dave's house on December 1. Sign-up sheet was completed during the meeting. **INFO**

### Old Business

- Secure Mail Drop Box Installation update (Facility Manager) – Jay is working on assembling the mailbox and will install soon. **INFO**
- Trespassing Issues (Facility Manager) – Jay is working on getting a quote from a vendor which may include wireless internet requirements and other related costs. **INFO**

### New Business

- Park Committee Membership – Stacy nominated Richard Rolle to be a Park Committee member, motion was seconded by Debbie. **MSC**

### Facilities Manager

- Monthly Report - Overview: Traffic in the parks has slowed but is still being utilized. I am still working on the gate entry system. It looks like we will have to purchase a new



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system. I am working on a couple of options to choose from, and I will let you know when I have something together.

- Upper Park: Moles are still around but I am treating areas to minimize the holes/damage. The parking lot is a mess. I will be getting a different type of gravel that doesn't displace as bad to hopefully minimize the gravel issues. We have a burnt-out bulb in the shelter, but I will work on replacing it. We have ordered some dog bags for poop pick-up, but they are on back order. They should be here next week.
- Pool: I am still doing some maintenance on plumbing and the overall facility before it gets too cold.
- Lower Park: There are a few moles hills here too and I will stay on top of it to ensure we limit the occurrences the best we can. There have been a few issues with the gate since it was hit this summer, but I have been able to fix it. The entry and exit for the park are developing a drop off at the end of the asphalt. The rocks don't stay in place. I would like to pour some concrete to cover the gap to alleviate the issue.
- Lake: The lake is filling up but now I will be on overflow watch and keeping the drain clear of debris. The lake island cutting has been completed.
- Conclusion: I would like to buy some gravel for the parking lot that would cost \$90 for about 2 yards. I would like to get some concrete for the lower park entry/exit that would cost \$100. The mailbox will be put together next week. I will probably need to buy some things to install for approximately \$50.
- One of the new No Fishing signs has run over by a boat, Jay will get it back up.

### Secretary

- Board Meeting Minutes from October 17, 2024, were approved. **MSC**
- Special Board Meeting Minutes from October 29, 2024, were approved. **MSC**

### Treasurer

- Financial Reports for October 2024 were approved. **MSC**
- Reminder: BOI must be submitted to the Department of Treasury by December 31, 2024. All Board members need to submit required documentation to the Treasurer as soon as possible. **INFO**
- Liens will be placed on homes who are in collections for past dues. **INFO**



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### President

- Monthly Report – Researching if a neighbor can join the Pool Committee when they are not a homeowner. **INFO**

### Vice President

- Executive Secretary Recruitment Update – no resumes were received after the first email was sent out. Another email will be sent out with a deadline to apply and a promotion on the Facebook page will take place to try to get some applicants. Ashley must be finished by end of December 2024. **INFO**
- Lake Jane Map for Welcome Packet – Draft was shared, and some feedback was given. Add in legend the definition of what the lot number is made up of. Review next draft at the next meeting. **INFO**
- Rules Update – Draft was shared, and some feedback was given. Review next draft at the next meeting. **INFO**
- Architectural Committee Update – Jeff Brain has stepped down from his position. Jay Sutton would be a good candidate. Dave nominated Jay to be on the Architectural Committee, motion seconded by Peta. **MSC**

### Pool Committee

- Monthly Report – Working on updating pool documents and will bring back to the Board for review and approval. Will start planning in January. Looking for a new committee member. **INFO**

### Park Committee

- Monthly Report – Parks are looking good. The lawn care company was here today and collected debris from the storm. The islands were cut back in October. **INFO**

### Lake Committee

- Monthly Report – Finished up the last observation and measurement of the lake. Everything looks normal in comparison to years past. **INFO**

Meeting was adjourned at 8:10 p.m.

Respectfully submitted by: Ashley DeGraffenreid