

**LAKE FOREST – SUMMIT OWNERS ASSOCIATION
BOARD OF DIRECTORS / ORGANIZATIONAL MEETING
May 9, 2019**

MINUTES

1. CALL TO ORDER AND ROLL CALL

The meeting of the Lake Forest – Summit Owners Association Board of Directors was called to order at 6:20 PM immediately following the Annual Membership Meeting by President Brian Provencal in the offices of The Management Trust at 1739 Creekside Drive in Folsom.

Board Members Present:	Brian Provencal	President
	Joan Poimiroo	Vice-President
	David Yaw	Secretary (absent)
	Helen Austin	Treasurer
	Jim Coghlan	Member-at-Large

The Management Trust:	Jenny Mann	Association Manager
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2. CONFIRM POSTING OF AGENDA

Management stated the agenda was posted on the guardhouse door at least four days prior to the meeting pursuant to Civil Code requirements.

3. APPOINT BOARD POSITIONS: *Motion made, seconded and unanimously carried to keep the Board positions the same.*

4. OPEN FORUM

No items discussed at this time.

5. EXECUTIVE SESSION REPORT: An Executive Session was held regarding member compliance and member discipline.

6. APPROVAL OF PRIOR MNUTES: *The Minutes of the April 11, 2019 Board of Directors Meeting were unanimously approved as written.*

7. FINANCIAL REPORT

A. Treasurer's Report: Helen Austin provided the April 2019 financial report as follows:

Operating Account Balance:	\$ 70,149.85
Reserve Account Balance:	\$ 757,794.21
Income or (Loss)	\$ 1,706.85 APRIL / \$11,677.97 YTD

B. Lien Resolution: In accordance with Civil Code 5673, the Board of Directors hereby authorizes and instructs the Association's collection service to record a lien in the full amount of unpaid assessments, late charges, interest and collection fees and costs against the property owned by the member(s) listed on the association's delinquency reported dated **April 30, 2019**, and who are, or become, delinquent beyond sixty (60) days. This authorization shall only apply to those members who have been properly noticed of the delinquent assessment and of their rights as delinquent members in accordance to Civil Code 5660. The Board further authorized any director to sign and date any and all lien authorization forms as may be required for those delinquent members attached to these Minutes as identified by the association account number. *N/A*
Motion made and seconded to approve the Lien Resolution. Unanimous.

C. Bad Debt Write-Off: There was no bad debt to write off this month.

8. COMMITTEE REPORTS

A. Architectural: Tom Austin gave the report for April 2019:

- ❖ Lot 63 (2147 Huntington, Lot 159 (1024 Columbia) Plans submitted, not yet approved
- ❖ Lot 152 (1453 Crocker): Under Construction
- ❖ Lot 195 (719 Lakecrest): Landscape and pool approved
- ❖ There are 11 vacant lots in Summit 1 and 10 lots remaining in Summit II

B. Landscaping: Nothing to report at this time

C. Social: Nothing to report at this time.

D. Welcoming: Lynn Provencal continues to meet and welcome all new owners upon receipt of the deed information from Management: *1345 Crocker Drive/ Grant and Jill Nieport*

D. Lake Forest Owners Association: Discussion regarding LFOA occurred during the Annual Meeting.

E. Streets: Street sealing on Crocker is scheduled to occur in June 2019.

9. UNFINISHED BUSINESS

A. Lot D Fence Painting: A proposal to paint the Lot D fence was provided by City Wide. An additional proposal will be obtained.

B. Parking Passes: A method to provide a parking pass to a Homeowner, during off hours when management is not available to issue, is being sought. There will be further discussion regarding this issue.

C. Curb/ Address Painting: DV Austin will be providing a proposal to have the curb addresses repainted.

D. Tennis Court Maintenance Proposal: A proposal was provided by J&S Asphalt in the amount of \$2,500 to repair the crack in the court. An additional proposal will be obtained.

10. NEW BUSINESS:

A. Newsletter Items: The Board will inform management of items to be included in the next newsletter.

11. NEXT MEETING: Thursday, June 13, 2019 at 5:30 PM.

12. ADJOURNMENT: The meeting was adjourned at 6:49 PM into an Executive Session.

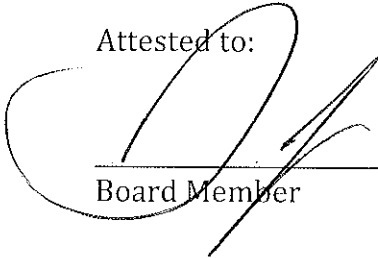
Respectfully submitted,

Jenny Mann
Community Association Manager

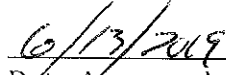


The Management Trust™
OWNER INSPIRED. CHALLENGE ACCEPTED.

Attested to:



Board Member



Date Approved

Unofficial until approved and dated.