

**Lakeside II Townhouses  
Executive Board of Directors Meeting  
January 30<sup>th</sup>, 2008**

Minutes of the meeting of the Executive Board of Directors of the Lakeside II Townhomes Association, held Wednesday, January 30, 2008, at the Cala Inn.

**Attendance**

***Board Members:***

Liz Jackson  
Eric Black  
Kitty Coyle  
Dave Lawson

***Absent:***

John Burnett

***Association Members:***

Giff Jackson

***Management:***

Rick Pyle  
Bob Towne  
Kate Bennett

**Call to Order:**

The meeting was called to order at 6:18 pm. Rick Pyle will chair the meeting and Kate Bennett will take the minutes.

**Approval of Previous Minutes:**

Motion to approve the previous minutes by Dave, and seconded by Eric. As all were in favor, none opposed, it was unanimously resolved that:

**The meeting minutes of September 18<sup>th</sup> 2007 were approved.**

**Managers Report:**

Bob Towne, the operations manager for Mount Royal Properties, gave a brief managerial report. He stated that there have been no reports of freezing pipes or leakage yet this year. He touched upon the pet issue, saying that it is pretty much the same as always, an ongoing problem. All agree there is not much they can do about the dogs running loose. This is a mute point at this time.

Bob also discussed that the snow fence has been put into place. The idea of looking into a fence with smaller spaces in between slats was brought up. It was decided that we should converse about this issue at a later date as the fence is up in the condition it will be in for this year. Bob also mentioned that Mrs. Heather Neslund's handicap parking sign will be up by next week. Rick explained that Heather has recently had surgery and is legally declared handicap so this is the reason for the need for the sign. It will be placed in a stand alone bucket for now and then it will be decided upon whether or not we want to place it permanently in the summer.

The snow in the parking lot and sidewalks are huge areas of discussion. Bob started off by telling the board members that there is a bucket of sand mixed with ice-melt located at the end of the parking lot for their use. Kitty brought up the girls that are doing the snow shoveling and said that they are doing a great job. Gary Ross is the only one who had voiced any complaints about their work. The red Isuzu that has been somewhat of a menace, as it has been parked in the same spot for quite some time, will be moved to a different location very soon.

### **Financials:**

Rick went over the December 2007 financial reports. He told the board that currently, we are only earning about 1% interest on our reserve account by keeping it in the bank. He brought up the idea of opening a money market account with Charles Schwab or a similar company to earn much more interest. He went over the operating account, which looks good. We are also in good shape because we are actually approximately \$1000 over budget on income. This is due to the fact that working capital is higher than expected as well as the fact that some late charges have been issued.

Rick explained the accounts receivable report stating that on a whole it looks very good. On the balance sheet it shows that we have a good amount in liabilities currently but this can be expected because of the big projects that the association has had to tackle. Rick stated that although the monthly snapshot shows valuable information it is important to consider the big picture as sometimes it takes months for things to balance out.

Motion to approve the December 2007 and year-end financials by Kitty, and seconded by Eric. As all were in favor and none opposed, it was unanimously resolved that:

**The December 2007 financials were approved.**

### **Old Business:**

**Plowing:** The plowing issue was brought up again and all agreed that the current plow company is not doing a good job. Rick stated that our current contract is for 30 plows in a season with a trigger of 3 inches costing \$530.00 a month. The issue that everyone has with the company is that the snow seems to keep piling up and the workers do not seem to be trying to remove it, instead they seem to be plowing it all to the end and leaving it there. Kitty and Eric both brought up the point that we have had a very strange winter, with only little snow falls consistently. The plowers do not come out until it snows more than 3 inches in 24 hours so theoretically if it snows 3 inches or under every day the snow will continue to build but the plow company will not come out. This makes it almost impossible to remove the snow at this point in the winter as it has hardened into big piles.

The options for snow removal at this time would be to cancel our current contract and move to a new plow company, have a snow cleanup day where cars must move and a front end loader would be brought in to scrape down the snow, have the current company

come out on a weekly basis, or keep with our currently situation and possibly have a bobcat come in when the snow softens up in the spring. It was agreed that something must be done at that point as when the snow melts it will create a lake in the parking lot. This thought will be kept for when the time comes to decide upon plowing for next season. It was determined that since it is late in the season we should stay with the current plower and get a bid for a scrape down with a front-loader.

***Parking:*** The parking issues seem to be mostly under control and as mentioned earlier the Isuzu will be moved shortly. As far as parking permits are concerned, 33 out of 45 units have complied with what we have asked and have received the permits. There was a slight mix up with Kitty Coyle's passes in Landings #6. Rick will look into this and make sure everyone has their appropriate passes.

***Moisture Intrusion:*** Kitty's unit still has runoff in the front crawlspace from the gutters. A drainage pipe & well will be installed in the spring to help with this problem.

***Other Old Business:*** There is no other old business to note upon.

**New Business:**

***Merger:*** Rick discussed with the board a few of the financial aspects of merging Lakeside I HOA and Lakeside II HOA. In a letter received from Mark Richmond, the attorney, he stated that it would cost approximately \$2000 - \$4000 to merge the two associations. Based on the \$4000 quote, of this about \$700 would be the responsibility of Lakeside I and the remaining will be billed to Lakeside II. There would be at least another \$1000 in filing costs as well. Although this is a substantial initial cost, in the years to come it would be a worthwhile investment.

Rick and Murray had both thought that there would be a great deal of savings in utilities and insurance with the merger of the two associations. Unfortunately, after doing some research, Mount Royal Properties found that there would be little to no savings in the cable bill through Comcast, or the insurance bill through American Family. Kitty brought up the idea of switching cable service to DirecTV or something similar. Rick said unfortunately we have a contract with Comcast until 2010, in order to get a bulk rate, as well as the fact that there are no DirecTV service providers up here for commercial units.

The real savings that would come from this merge would be seen in the managerial fees. For MRP the merger would mean one less Board meeting to organize every year, one less budget to write, etc. Rick explained that if we were to go through with the merger the amount of work that MRP has to do would be cut down, allowing them to give a discounted rate. Rick threw out the number of about a 10% decrease in managerial fees between both H.O.As.

All four board members present agree that we should pursue this merge. Rick will do some research and sit down with the attorney to get some more exact numbers and

discuss establishing one set of rules. If the members of Lakeside I's board of directors agree to pursue this option a notice will be sent to the membership and the process of merging the associations will begin.

**Budget:** The 2008 Budget was discussed only briefly as it will be void if the associations merge. Rick explained that he had decreased working capital as well as some expenses. The banking expense item has been lowered to only \$10 as we are using new checks. Building repair and maintenance is approximately \$2000 less than 2007's budget as some funds were allocated to the landscaping expense. Rick stated that we have moved money from areas where we are not spending it to areas where we are overspending.

Rick mentioned that there is about \$4000 to play with for the light fixtures on the premises. Bob passed around a few examples of new light fixtures as the current ones are looking a little run down. He told the board that the least expensive option would be to replace only the tops of the fixtures and paint the current poles. The estimated cost for replacing the light fixtures in this manner is \$1800.00. The alternatives for this will be discussed later as all of this may change due to the merger.

There was more discussion about moving the reserves to earn more interest. Dave brought up the idea of putting the money into a CD but Rick mentioned that a money market account might be a better idea as it is more liquid.

There was a motion to move the reserve funds from the bank to Charles Schwab by Liz, and seconded by Kitty. As all were in favor and none opposed, it was unanimously resolved that:

**The Reserve funds should be moved to a Charles Schwab Money Market account.**

It was decided that the rest of the budget review should be deferred until the next meeting, in order to give ample time for the merger to either go through or get vetoed.

Dave brought up the idea of raising the association's assessments. It was discussed that a healthy association usually does a 5% dues increase every 2 years or so and that after the merger may be an appropriate time to do this in 2009. As far as Lakeside II is concerned, however, it was decided that a quorum will never be reached in order to make the merge happen this summer.

Because of this there was a motion to change the quorum for members to be 20% by Eric, and seconded by Dave. As all were in favor and none opposed, it was unanimously resolved that:

**The Quorum for Members Meetings Will Be Changed to 20%.**

*Other New Business:* Rick told the board of directors that there have been changes with Mount Royal Properties, Inc. He explained that he has purchased this company from Murray Bain. Murray has a 3-year consulting contract with MRP, is the signer on reserve

accounts, and is still the managing broker. Everything should remain status quo as far as how the association is managed.

**Adjournment:** As there was no other business the meeting was adjourned at about 8:26 pm.

I hereby attest that these minutes are a true and accurate account of the meeting thus held on January 30, 2008.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

Lakeside II Workshop to amend the rules for the Lakesides Community.

In attendance:

Dave Lawson R6

Doug Coyle L6

Kitty Coyle L6

M.R. Murray R8

Giff Jackson L7

**Rule #2 Late Fee:** Most associations charge a \$35 late fee and 21% on unpaid dues and late fees. Bad Check Fee: \$30 plus any applicable bank charges. ACH NSF fee: \$30 plus and applicable bank charges.

**Rule #3 Home improvements:** Owners must obtain written consent form the BOD before commencing home improvements. Satellite dishes to be placed on the rear of the buildings when possible. All others need to be approved by the BOD. Possibly designated areas that would be uniform.

**Rule #4 Owners cannot modify landscaping:** A community clean up should be established to address unsightly areas with fees for owners who choose not to participate. Any major landscaping alterations require a deposit to restore the site to its original condition.

**Rule #5 Maintenance of the Interior:** Currently it says owners need to maintain walkways. The committee said that would be omitted from the new rules. Also, owners are responsible for appliances and equipment and hoses in their unit that cause damage to common areas or other units, regardless of negligence. Crawl space is limited common area.

**Rule #6 Lighting on the exterior:** The BOD shall establish lighting rules that reflect the county code. Compliance to the county code is required by 2010, this includes down lighting only and motion detectors also.

**Rule #7 Pets:** Commercial harvesting of pets not permitted. The dog leash shall mirror the county regulations. (County code says voice command within 15 yards.) Absolutely no dogs permitted for tenants or guests or short-term vacationers. Any violations will result in immediate termination of the lease as the law allows.

**Rule #8 Occupancy for long-term leases:** Occupancy shall be limited to 1.5 people per bedroom. Can we limit tenants and not limit owners? Research needs to be done regarding the federal rules and the equal housing authority. What is the owner occupancy according to the county rules? Tabled until the attorney expresses an opinion. The goal is to limit tenants and give latitude to owners. Owners shall be responsible for criminal background checks for all tenants. The Board of Directors must approve all leases. Ask if Mark Richmond can craft a rule to demand an additional \$200 common area deposit for each term of a lease to cover litter pick up, dog debris and a towing fee.

**Rule #9 Responsibility:** Owners are responsible for their tenants and/or guests. Cost of the evictions will be applied to the account of owner of the unit. Ask Mark Richmond draft the lease for the Lakeside Townhomes. Fine owners for tenant violations.

**Rule # 10 Signage:** It is sufficient

**Rule #11 Storage:** The proposed storage area shall be for owners firstly; if vacancies are available then it may be offered to others per the BOD's discretion. Cost to maintain the fence and the plowing will be billed to the owners who choose to utilize the space. A survey is necessary to establish the property lines. The owners who wish to participate shall share the initial cost of construction. Original investors shall be reimbursed for initial construction as the project shows a profit. Rick will consult with American Family Insurance regarding liability insurance. The storage area should be from behind the dumpster extending to the property line. Also, allow Rubbermaid lean to sheds for individual units.

**Rule #12 Dumping Furniture:** Fine against owners for illegal dumping. Provided that the Manager has leases on file, it will be easier to monitor and identify who is illegally dumping (Rule 8).The deposit should cover the cost of taking it to the dump.

**Rule #13 Parking:** One sign at the entrance that says Dillon towing if you violate the parking rules call the towing company to retrieve your vehicle. Stencil in the assigned numbers so we can call for a tow. Allow additional parking in the grass. Fines for parking violation should be as such: 1<sup>st</sup> written warning 10 days to comply, 2<sup>nd</sup> Violation \$100 fine, 3<sup>rd</sup> notice will commence legal action including a \$100 per day.

**Declarations Section 8.6:** Special Assessments eliminate the 60% clause. Any assessments can be assigned any way the Board of Directors sees fit, weather it be per door, per sq ft or square footage.

**MEETING MINUTES OF THE ANNUAL GENERAL MEETING  
LAKESIDE I & II TOWNHOUSE ASSOCIATION  
September 20<sup>th</sup>, 2008**

Minutes of the annual meeting of the members of the Lakeside I & II Townhouse Association, held Saturday September 20, 2008 at the Summit Cove Rec Center.

**Attendance and Roll Call:**

Kitty Coyle	L6
Vanessa Cason	C7
Eric Black	L13
Jeff Thomas	H1
Rick Pyle, Bob Towne and Roz Wilder-Management	
Proxies:Lakeside I	30%
	Lakeside II 50%

**Call to Order and Quorum:** The meeting was called to order at approximately 9:30am. As there were only 4 members present and 0 represented it was determined a quorum was not met. The members and the management introduced themselves. Rick Pyle chaired the meeting, and Roz Wilder recorded the minutes.

**Approval of Previous Meeting Minutes:**

Approval of the 2007 Annual meeting minutes was postponed.

**Financial Review:**

Rick gave the financial Report. Rick suggested to rewrite the declarations so that and number. Rick explained that Lakeside I has \$1375 per owner in reserve and Lakeside II \$667 per owner. Rick suggested to suspend dues for Lakeside I, that going forward it would be equal and fair for every owner. Rick explained the new rules. Rick explained the amendments to the declaration are necessary. Satellite dishes we can't implement our rules due to the FCC regulations. Interior maintenance as written is good. Exterior lighting, the county requires down light by 2010. Pets, the county rule will be the standard. Occupancy is a county ordinance. Rick indicated that autos would be the way to regulate the occupancy. Storage rules remain the same. Utilizing the space behind the dumpster: we can put in 6 storage spots. Reschedule the meeting to get budget ratification. Rick said he will prepare a forecast to off set income on reserve accounts.

**Management Report:**

Bob gave the managers report. He was able to secure a better plow bid. The contractor has agreed to do unlimited plows with a front end loader and a scrape down every month for \$600. The snow fence installation has been started. The post receivers were installed. The snow fence will be wood as opposed to the ugly orange fence. Lighting will be addressed in the spring. Hoses have been put away for the season. Lakeside I sidewalks have been repaired. We will be fertilizing the grass in October. Bob will bring over another sand barrel. Landings #6 crawl space has been wet for sometime. The water test will occur next Monday. Once we figure out where the water is coming from the mold mitigation will cost about \$6000. Paul Davis will do begin the repair and mold remediation soon.

**Old Business:**

*Merging of Lakeside I and Lakeside II:*

*Other old business:*

**New Business:**

*Owner Education:*

*Other new business:.*

**Corporate Standing:** The Association in good standing with a renewal date of March 2009.

**Next Meeting Date:** November 8<sup>th</sup>, 2008

**Election of 3 Directors:** As there is no quorum, no elections were held.

**Adjournment:** As there was no further business, the meeting was adjourned at 10:55am.

**EXECUTIVE MEETING OF THE BOARD:**  
**Meeting held following 2008 AGM**  
**September 20, 2008**

**Call to order:** No meeting was held since quorum was not met.

**Board Positions:**

**New Business:**

**Next Meeting:**

**EXECUTIVE MEETING OF THE BOARD:**  
**Meeting prior to the 2008 AGM**  
**November 8th, 2008**

**Call to order:**

The meeting was called to order at 9:12 am.

<b><u>Attendance:</u></b>	Ann Whalter	Lakeside I
	Dave Lawson	Lakeside II
	Eric Black	Lakeside II
	Kitty Coyle	Lakeside II
Proxy from:	Leslie Caldwell	Lakeside I
	Liz Jackson	Lakeside II

**New Business:**

Rick introduced the merger plan with the group. Rick explained the new assessments. A unit was identified for comparison. The assessments for this unit were \$157 by bedroom for and \$158 for the same unit derived by square foot. Dave explained there are three ways to assess: by door by bedroom and by square foot. The group discussed the differences and Rick asked if the group if they felt that this was the most fair method. As all were in favor and none opposed it was unanimously resolved that the square foot assessment would be the proper way to assess.

Rick continued the discussion regarding the amendment to the declarations. The new association would own all the properties. Lakeside II declarations would survive and Lakeside I would merge with Lakeside II. The Lakeside II reserve balance is lower than the Lakeside I. Therefore there would be a refund to the Lakeside I folks. Dave is very concerned about the reserve. He suggested to give half of the credit back to the Lakeside I group and Lakeside II owners would have a special assessment to get back up to the same reserve level as the Lakeside I group. Dave explained that there would be a \$10 per moth payment made to the reserve by each Lakeside II for 23 months that would expire.

Rick asked if three Board members would be appropriate for the new association. The general feeling of the two Boards was that five would be a more workable solution. Rick explained Assign Future Income. Basically this section will enable the Board to obtain a loan on behalf of the association with a 67% majority vote of the membership. Rick asked of a 20% quorum would be agreeable. It was agreed that a 20% is a workable quorum for the purposes of the Annual Meeting. Working Capital is a new assessment to the Lakeside associations. This is a fee due and payable by the purchaser at the transfer of a unit. Dave wanted to go over item E: any owner may request additional services that would be assessed to the owner. It is for special circumstances such as when an owner is in physical need or when an owner is physically unable to do the task. The group discussed the option regarding Board's ability to special assess the membership up to \$500 per door without the approval of the membership. This option would give the Board access to approximately \$22,000 in the event of an emergency.

**Next Meeting:**

The meeting adjourned at approximately at 9:47 am.

I hereby attest that these minutes are a true and accurate account of the meeting thus held on November 8<sup>th</sup>, 2008

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

Board Title: \_\_\_\_\_

**MEETING MINUTES OF THE ANNUAL GENERAL MEETING  
LAKESIDE I & II TOWNHOUSE ASSOCIATION  
November 8<sup>th</sup>, 2008**

Minutes of the annual meeting of the members of the Lakeside I & II Townhouse Association, held Saturday November 8th, 2008 at the Summit Cove Rec Center.

**Attendance and Roll Call:**

Kitty Coyle	L6
Dave Lawson	H6
Dave Lawson	R1
Eric Black	L13
Jane Roehrig	L10
Gary Ross	C1
Jim & Sue Miles	R2
Meng & Becky Lim	C2
M. R. Murray	R8
Corinne O'Harra	R5
Kathleen Teal	L11
Digna Cecilia Alvarez	L8
Ann Whalter	#6
Ryan Hoffman	#7

Rick Pyle, Bob Towne and Roz Wilder-Management

Proxies: Lakeside I	Mark Lesmeries #2	Lakeside II	Jeff Thomas	H1
			Caroline Alvarado	R7
			Peter Klein	R4
			Connie Christofanalli	H4
			Connie Christofanalli	H3
			Vanessa Cason	C7
			Eddie Ellington	C8

**Call to Order and Quorum:** The meeting was called to order at approximately 10:15 am. As there were only 12 Lakeside II members and 7 proxies present as well as 2 Lakeside I members and 1 proxy presented it was determined a quorum was met. The members and the management introduced themselves.

**Election of meeting Chairman and Secretary:** Rick Pyle chaired the meeting, and Roz Wilder recorded the minutes.

**Approval of Previous Meeting Minutes:**

The Annual Meeting minutes will be approved at the next meeting.

**Financial Review:**

Rick gave the financial report for Lakeside I. He started with the Balance Sheet for Lakeside I. Lakeside I has more assets per door than Lakeside II. There are 8 units in Lakeside I and 37 in Lakeside II. Jim asked

about Cash on the Balance Sheet. Rick explained that it would be adjusted prior to the end of the year and also prior to the merger. Rick moved on to explain the Lakeside II dues. Rick explained that both Lakeside I and Lakeside II Board's agreed that sq ft would be the closest to the current dues and would be the most fair way to assess the dues. Jim asked if it would be a deal breaker. Rick explained that only two owners would be adversely affected. Assessments must be assigned uniformly across all the properties to comply with the current law. Dave continued to explain the benefits. The Lakeside I owners have a good deal more reserve funds per door than the Lakeside II owners. Dave continued to say that half of the reserve balance would be returned to the Lakeside I owners. The Lakeside II owners would bear a small cost to rebuild their reserves to the same per door balance. It will improve your property value, in that, reserve fund plans and balances are scrutinized every time a property is considered for purchase.

Rick moved on to the plan of merger. This will be sent out to all the owners for consideration. The new name will be Lakeside Townhomes. The properties will be merged, as one. All the current services will remain the same. Lakeside II suffered from two unbudgeted issues that total near to \$10,000 that were paid out of reserves. The Lakeside I members will receive a minimum of \$350. It was the feeling of the Lakeside I and Lakeside II Boards that 5 members would be better. We would like to get some nominations for the new association board. The 2009 Board would be comprised of 5 officers that are staggered. One member would serve for a one-year term, 2 other members would serve for 2 year-terms and 2 more members for 3-year terms. Rick opened the floor to volunteers: MR Murray, Kitty Coyle, Ann Whalter, Dave Lawson and Eric Black volunteered. Liz Jackson has expressed an interest in continuing. The Plan of Merger was approved by both Boards and signed by both board presidents prior to this meeting. The plan is to merge all 45 townhomes into one association consummating on January 1<sup>st</sup>. Assessments for common expenses are based on square ft. Rick explained that future assessments would be derived at the discretion of the Board. For example, parking area repairs and improvements should be assessed per door since every owner has 2 parking spots. Working Capital is critical, many newer associations receive a fee from the transfer of real property. When owners sell their unit the purchaser shall pay 3 months dues into the working capital fund. Special Assessments is dictated by the Declarations is so old that it required a 67 majority. It was reduced to 51% by the SB100. The amendment to the Lakeside II declaration would allow the board to assess up to \$500 per year with out the approval of the members. Section 12 addresses the Boards ability to borrow money on behalf of the association and assign the future income as guarantee of payment. It would take a 67% majority to approve any loan.

Rick explained the unified budget. He gave detail regarding liability insurance, the D& O policy and other additional insurance information. Rick highlighted the Working Capital account. He said it will be at the discretion of the Board whether it should go in operating account or the reserve fund. Late fees are anticipated to run about \$600 per year. Interest on operating is projected to be about \$25 per year. \$1200 is estimated in Building Repair and Maintenance. American Family Insurance identified MRP as large commercial account. Therefore the insurance expense is discounted, the merger provided a small savings. Cable TV is the same. The Grounds account covers the irrigation and grass cutting and fertilization. The lawns are cut 3 times per month. Next year the lawns will be thatch and aerated. Rick indicated that reimbursements for water usage would be given. Legal and Accounting will be lower since there will be only one tax return in 2009. \$24,300 is budgeted for management fees. Snow plowing is contracted through RKR. They will use a front-end loader to clear the snow including unlimited plows. This is less than the former contract with a truck plow. \$9,700 was spent on snow shoveling last year. Rick used the actuals to get this number. Rick will reduce the snow shoveling to \$7000 and balance the budget. The new trigger for shoveling the walks will be 2 inches. Ann asked to have salt applied. Bob said a sand barrel would be provided. Rick asked the group not to use salt it harms the surface of the new concrete. Rick explained that the Waste Management contract went down 10% with out fuel surcharges for the first year, and 5% increase

for the next two years. Fuel surcharges may apply in year two or three. There was no tax liability last year. We opted to begin using the long form for tax preparation, to save money on the reserve interest. There should be no tax liability in 2009. We would prefer to allocate \$1190 to the reserve every month but was reduced to \$940 per month to keep the budget on track. We would ask the Lakeside II members if a \$10 per month increase would be agreeable. It goes directly into the reserve. Rick estimated a 5% increase in 2010. The increase has nothing to do with the merger. Jim said the prices were not escalated for time. Rick explained that each time MRP has work done at any association the price is reflected in all the reserve schedules. Ann asked who oversees the work done by contractors. MRP is overseeing all the contractors. Seal Coat may be rescheduled to 2009 and fill the cracks to prevent further damage. There was a 6-year warrantee on the paint. The paint was done \$60,000 Rick estimated it would cost an additional \$9,000 for the next paint job. The 20 years is when the big projects begin. Initially we considered a full refund to the Lakeside I member, but some unscheduled expenses at Lakeside II caused further consideration. The unscheduled expenses were \$6,200 for Landings 6 for mold remediation. There was a substantial leak at Landings 8 that was repaired. Lakeside I refunds would be half of the approximate \$702 difference in per door balances. Dave asked the Lakeside II folks to consider a \$14 per month for about 2 years.

*Comments from the members:*

MR Murray asked if a PO BOX could be put in the neighborhood. Rick asked if we could revisit the issue at the first Board meeting. The quality of the cable in the community is poor.

**Corporate Standing:** The Association in good standing with a renewal date of March 2009.

**Next Meeting Date:**

**Election of 3 Directors:** No elections were held.

**Adjournment:** As there was no further business, the meeting was adjourned at 11:46am

I hereby attest that these minutes are a true and accurate account of the meeting thus held on November 8<sup>th</sup>, 2008.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

Board Title: \_\_\_\_\_

**EXECUTIVE MEETING OF THE BOARD:**  
**Meeting prior to the 2008 AGM**  
**November 8th, 2008**

**Call to order:**

The meeting was called to order at 9:12 am.

**Attendance:**

	Ann Whalter	Lakeside I
	Dave Lawson	Lakeside II
	Eric Black	Lakeside II
	Kitty Coyle	Lakeside II
Proxy from:	Leslie Caldwell	Lakeside I
	Liz Jackson	Lakeside II

**New Business:**

Rick chose to go over the merger plan with the group. Rick explained the new assessments. 157 by bedroom for and one home and 158 for sq ft. Dave explained there are three ways to assess by door by bedroom and by sq ft. The group discussed the differences and Rick asked if the group if they felt that this was the most fair. As all were in favor and none opposed it was unanimously resolved that the sq ft assessment would be the proper way to assess.

Rick continued the discussion regarding the amendment to the declarations. All the properties would be owned by the new association. Lakeside II declarations would survive and Lakeside I would merge with Lakeside II. The lakeside II reserve is less than the Lakeside I. Therefore there would be a refund to the Lakeside one folks. Dave is very concerned about the reserve. He suggested to give half of the credit back to the lakeside I group and Lakeside II owners would have a special assessment to get back up to the same reserve level as the lakeside I group. Dave explained that there would be a \$10 per moth payment made to the reserve by each Lakeside II for 23 months that would expire. Rick asked if three Board members would be appropriate for the new association. The general feeling of the two Boards was that five would be a more workable solution. Assess future income and get a loan in the event of an emergency. Rick asked of a 20% quorum would be agreeable. It was agreed 20% is a workable quorum. Working Capital is a new assessment to the lakesides. This is a fee at sale that goes into the reserve. Dave wanted to go over item E any owner may request additional services that would be assessed to the owner. It is for special circumstances when an owner is in need of assistance. The group discussed the option that the board would be able to special assess the member up to \$500 per door w/o the approval of the membership.

**Next Meeting:**

The meeting adjourned at approximately at 9:47am.