

Board Meeting Minutes

Lake Heather Oaks HOA

January 26, 2022 7:00PM at Northdale Park & Recreation Center (15550 Spring Pine Dr)

Meeting Called to Order at 8:31 PM after the Annual Meeting

All New Board Members Present: Sarah Riordan, Dallas Evans, Kevin Wilkins, Mardee Powers, Sherrie Elgar, Leigh Dawson, Justin Ramedia, Charlene Ponce and Don Jensen

Sarah welcomed all new Board Members just voted in at the Annual Meeting - Charlene Ponce, Don Jensen and Justin Ramedia

Election of Officers: Sarah Riordan will continue as President, Dallas Evans will continue as Vice President, Kevin Wilkins will continue as Treasurer and Mardee Powers volunteered to be Secretary. **Sherrie made a motion, Leigh second, All in Favor, None opposed**

Remainder of time was used to establish work groups and roles for each Board member. Each role plays an important part in helping our Board run smoothly.

Roles and Responsibilities:

- 1. Social Events and Reserving Park - Leigh Dawson**
- 2. ACC - Sherrie, Charlene, Don, and Mardee;** This group will meet separately to discuss details and responsibilities; In the past there has been a full neighborhood walk every 6 months; need to establish an email for the ACC (Sarah) and we need to begin using electronic forms for documentation followed by a letter or personal visit so we keep it with a positive perspective, not a gotcha.
- 3. Newsletter - Don** volunteered to be the Board Liaison along with the help of Dennis Davis if he is still willing. Don will reach out to him.
- 4. Facebook - Sarah** has the log in here; Courtney Wamsley (Vallely) has also offered to assist; Sarah will follow up with her
- 5. Park Security and Maintenance - Justin Ramedia;** at January meeting, Justin will show the whole group how to get access to view cameras and will work with Kevin and Sarah to get a second access to view cameras in the case of a need to review past dates, not just real time. Justin Cardisco has also shown a lot of interest and work to help with maintenance of park needs; we still need to investigate the possibility of getting someone to clean the bathrooms regularly, post on FB if anyone has a cleaning service who may be interested, we agreed \$20 each Friday would be a good start; Leigh agreed to continue until we found another option
- 6. Front Entrance Maintenance and Contact for outside Vendors - J Dallas Evans**
- 7. Welcoming Committee - Sherrie and Mardee**

8. **County Liaison - Charlene Ponce**; new role but needed so all of the issues brought out at meetings can have a contact who will follow through with County to make things happen.
9. **Special Project of Landscaping Front Entrances - Dallas and Sherrie** will work together on getting this started

Next Meeting on February 23rd at 7:00 PM; Focus needs to be on our Goals and Priorities as a new Board

Meeting Adjourned at 9:00 PM