**LHN HOA Board Meeting**

**February 29, 2016**

**Attendees:**

Christine Plummer, President

John Caldwell, Vice-President

Mike Locke, Treasurer

George Harley, Chairman ARB

Chip Fackner, ARB member

The President called the meeting to order at 7:20 pm. She told the assembled that the secretary had been called to a business function and could not attend, so she would be taking meeting notes.

The President asked for a motion to approve the minutes from the Nov 2, 2015 board and general membership meeting minutes. John Caldwell made the motion to accept and George Harley seconded the motion. Unanimously approved.

**Treasurer’s Report**

The Treasurer reported that as of the end 2015, the HOA had $42,511.94. $21,492 of that is in the Reserve Fund and $5356.55 belongs to the Pipestem account. The remaining is less than one year’s worth of operating expenses.

**Old Business**

Pipestem Special Assessment update: The President reported she did not follow through with a second attempt to have a Pipestem Special Assessment for two reasons. First, because of the many snowstorms and the blizzard, she was concerned about being late with notice delivery and losing credibility with members. Second, she wants to try and assemble the pipestem members when the weather improves to walk the pipestem and talk to them about the pipestem deterioration. ARB member Chip Fackner offered to participate in the meeting. The President will let the board know when the meeting is on the horizon.

**New Business**

* HOA Annual Report: The President reported that she submitted the annual update to the Commonwealth in January, identifying Board officers and directors.
* Taxes: The President reported that she is in working with the HOA CPA, Mary Quigley of Ms. Quig, Inc, to get the HOA taxes done. She expects to mail the federal taxes early next week, Ms. Quigley will efile the state taxes.
* Reserve Plan: The Board had a long and robust conversation about when to arrange for a new Reserve Plan. The conversation will be continued.
* Common area maintenance 2016:
  + Frontage: The President has traded emails with John Alvarez, asking if he wants to mow the HOA frontage area again this year. He wrote that he does. Last year the HOA paid $200 per mowing, for a total of $2800.
  + Landscaped area: The Board had a long and thoughtful conversation about what to do with the HOA plot that is landscaped. All agreed it is not particularly compelling and needs some work. The President will look into who are the recommended, certified landscape architects in our area.

**Final questions, comments, observations**

There were none.

**Next board meeting**

The next board meeting will be on Monday, May 23, 2016.

**Call to adjourn**

The President asked for a motion to adjourn. Chip Fackner made the motion and Mike Locke seconded the motion. Vote to adjourn was unanimous. The meeting was adjourned at 8:39 pm.

Respectfully submitted,

Christine Plummer, President