

# Lake Oakland Heights Park Association

## Meeting Rules of Order

September 28, 2021

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### **Call to Order**

Amy Holmes called the meeting to order at 7:37 PM on September 28, 2021.

### **Attendees**

#### **Board Members:**

President – Amy Holmes  
Vice President – Don Swanson  
Secretary – Jessica Baker  
Boating Director – Shawn Knedgen  
Legal Director – Lee Howell  
Promotional Director – Mary Lou Osborne  
Safety Director – Michelle Martin

#### **Association Members:**

3511 Aquarina	3750 Breaker	3469 Levee
3755 Aquarina	3871 Breaker	3511 Levee
3790 Aquarina	3898 Breaker	3646 Mariner
3935 Aquarina	3691 Embarcadero	3667 Mariner
4190 Aquarina	3696 Embarcadero	3404 West Walton
3691 Breaker	3890 Embarcadero	
3718 Breaker	3970 Embarcadero	

### **Board Members not in attendance**

Treasurer – Cheryl Baker  
Expeditor – Keith Bowing  
Social Director – VACANT

### **Approval of Minutes**

- ☀ April 27, 2021 General Meeting Minutes were not read or discussed at meeting.

### **Board Reports**

#### **President – Amy Holmes**

- ☀ Thank you to all members for a great 2020-2021 year!

#### **Vice President – Don Swanson**

- ☀ Thank you to all who helped with gate closing throughout the season.
- ☀ Cameras have been installed and are working to monitor activity at the beach (See more information under Michelle's Report – Safety)
- ☀ Thank you to Ken Matheis for the generous donation.
- ☀ New garage sale signs have been created, old signs still need to be disposed of.
- ☀ No pet signs and cameras in use signs have been placed around the property.

#### **Treasurer – Cheryl Baker**

- ☀ Account Balances:
  - 🍁 Checking: \$19,486.87
  - 🍁 Special: \$21,893.44
  - 🍁 Boating: \$27,689.41
  - 🍁 Playground (other): \$0.84
- ☀ Current Membership (Membership Term ends April 30, 2022):

- 🍁 206 Members, 133 Regular, 73 Senior.
- 🍁 22 New Members, 11 Members from last year did not renew

### **Secretary – Jessica Baker**

- ☀️ Picnic tables for the playground have been ordered and are set for delivery between 10/5/21 and 10/13/21.
- ☀️ Thank you to Mary Lou Osborne for stepping up to put in the order for the picnic tables.

### **Boating – Shawn Knedgen**

- ☀️ Four boat storage checks and forms have been received
- ☀️ New loading dock by boat launch has been installed, this has led to an increased request of keys now that it is easier for members to drop their boats into the water from the launch.
- ☀️ Sheri Binegar requested to have poles installed on the docks to make it safer and easier to pull boats into the slips. This would help prevent damage to the docks or to people's boats. Shawn Knedgen will investigate the costs of this and report back and a plan for implementation will be put into action.

### **Expeditor – Keith Bowling**

- ☀️ Absent – No Report

### **Legal – Lee Howell**

- ☀️ No major legal issues this year
- ☀️ Thank you to Cheryl and Jessica Baker for doing a great job as the secretary/treasurer team for the 2020-2021 season.

### **Promotional – Mary Lou Osborne**

- ☀️ 5 new residents have been greeted since April 27, 2021 meeting
- ☀️ 12 new residents have been greeted since September 29, 2020 meeting.
- ☀️ This is typical turnover for the subdivision.

### **Social – VACANT**

- ☀️ No Report

### **Safety – Michelle Martin**

- ☀️ There were issues over the season with some trees and branches breaking during storms. These have all been removed.
- ☀️ There are some trees on the property that still need to be investigated for being removed or trimmed for safety.
- ☀️ Security Cameras
  - 🍁 Due to numerous issues of vandalism over the past few years cameras have been added to the property
  - 🍁 There are a total of 6 cameras that look at the playground, parking lot, pavilion, and boat dock. There is not currently a camera on the swimming area for privacy reasons.
  - 🍁 Cameras are programed to record movement, will record from 30 seconds before and 30 seconds after movement on the camera occurs.
  - 🍁 Footage is kept for up to one week
  - 🍁 Looking into the possibility of adding 1 more camera to the pointe
  - 🍁 Cameras will need to be replaced in 10 years. This will be needed to added to the budget going forward.

### **Newsletter Editor – Melissa Lengers**

- ☀️ Absent – No Report

## **Website Editor – Jessica Baker**

- ☀ Website Hosting will expire on 10/3/2021
- ☀ Currently we use HostMonster for the server, the cost to renew for a 3-year term will be \$539.64, if we were to switch to BlueHost it would be \$232.08 for the same 3 year period.
- ☀ Was discussed at the September 21, 2021 board meeting and the board voted to change to BlueHost for website hosting and the switch has been implemented.

## **Old Business**

### ☀ **Thank you**

- 🍁 Madison and Sophia Swain for stepping in as Beach Attendants for the 2021 season. The beach has never looked better with being kept free of bird droppings and debris.
- 🍁 Don Swanson & Keith Bowling for putting up the tarps for tonight's meeting
- 🍁 Keith and Sharron Bowling for the donation of the new freezer in the shack.
- 🍁 Cheryl and Jessica Baker for the donation of the microwave in the shack
- 🍁 Roland Jakel for opening the gate every morning during the season.
- 🍁 Melissa Lengers for organizing the food trucks during the 2021 season

## **New Business**

### **2021-2022 Board Member Elections**

#### **President**

- 👛 Don Swanson nominated by Jim Williams – Don declined position
- 👛 Amy Holmes nominated by Vicki Martin – Amy declined position
- 👛 Lee Howell nominated by Don Swanson – Lee accepted nomination
- 👛 Jim Williams nominated by Joe Swain – Jim declined position
- 👛 Vote held; Lee received 18 yes votes, 1 no vote out of 26 voting members

#### **Vice President**

- 👛 Don Swanson nominated by Lee Howell – Don accepted nomination
- 👛 Vote held; Don received 19 yes votes out of 26 voting members

#### **Treasurer**

- 👛 Jessica & Cheryl Baker nominated by Carolyn Bree – Jessica accepted nomination for team
- 👛 Vote held; the Bakers received 23 yes votes out of 26 voting members

#### **Secretary**

- 👛 Kim Gallardo nominated by Carolyn Bree – Kim accepted nomination
- 👛 Vote held; Kim received 21 yes votes out of 26 voting members

#### **Boating Director**

- 👛 Shawn Knedgen nominated by Amy Holmes – Shawn accepted nomination
- 👛 Vote held; Shawn received 21 yes votes out of 26 voting members

## **Expeditor**

- 📦 Keith Bowling nominated by Amy Holmes
- 📦 Keith Bowling was not present at meeting but stated at September 21, 2021 board meeting that if nominated he would accept the position.
- 📦 Vote held; Keith received 22 yes votes out of 26 voting members

## **Legal Director**

- 📦 No nominations
- 📦 Seat remains vacant – will be posted on website, Facebook, and newsletter with description that position needs to be filled.

## **Promotional Director**

- 📦 Carolyn Bree volunteered; Sheri Binegar seconded.
- 📦 Vote held; Carolyn received 21 yes out of 26 voting members
- 📦 After discussion, Carolyn resigned from promotional and ran for social director.
- 📦 Pam Pope & Sharon Gwin were nominated by Paulette Howell – Pam & Sharon accepted nomination.
- 📦 Vote held; Pam & Sharon received 22 yes votes out of 26 voting members

## **Social Director**

- 📦 Carolyn Bree volunteered after discussion. Seconded by Kim Gallardo.
- 📦 Vote held; Carolyn received 22 yes votes out of 26 voting members

## **Safety Director**

- 📦 Michelle Martin nominated by Mary Lou Osborne – Michelle declined position
- 📦 Dennis Grimes nominated by Michelle Martin – Dennis declined position
- 📦 Craig Hollingsworth nominated by Josh Martin – Craig declined position
- 📦 Seat remains vacant – will be posted on website, Facebook, and newsletter with description that position needs to be filled

Ron Charbonneau made motion to adjourn the meeting, Christie Harkins seconds motion. Meeting Adjourned at 8:30 PM.

## **Next Meetings**

The next monthly board meeting will be held on October 19, 2021 at 7:00 PM at Carolyn Bree's Home.

The next General Membership Meeting will be held on December 7, 2021 at 7:30 PM at Location TBD

**Jessica Baker**

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**Secretary**

**09/28/2021**

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**Date Submitted**