

Lake Forest Home Owner's Association (LFHOA)

Annual Meeting Minutes

January 10, 2021

1st Annual LFHOA Meeting:

Date: January 10, 2021

Time: 2:30 PM

Location: Life Pointe Fellowship Church

Subject: Vote for Members of the Board and Officers

The LFHOA convened at Life Pointe Fellowship Church on Sunday evening at 2:30 pm, January 10, 2021. We had approximately 30 people in attendance.

The attorney Milton Chapman attended and provided information and insight on how HOA's operate, legal requirements, recommendations and his experiences regarding HOA's.

Things to Do

1. Colt to check with BJ Davis to determine if a bank account exist, any financials filed for the HOA, etc.
2. Karen and Andrew to register to complete the Franchise Tax Exemption (Due May 31st)
3. Karen to complete Tax Return
4. Colt and Darla to speak with Keith Williams about Directors and Officers Liability Insurance (\$1.0M)
5. Colt to file a Management Certificate
6. Andrew to check on a PO Box for the HOA
7. Andrew to gather information regarding past due HOA fees and get the billing together for 2021 HOA Dues.
8. Need to determine how to handle past due HOA fees older than 4 years. (we can only go back 4 yrs. to collect)
9. Milton to check into list of Plats
10. Need to publish Deed restrictions on website
11. Review rules and any amendments or adoptions must be in writing and need to be recorded and filed at Victoria County Clerk to be effective
12. How will restriction violations be handle (need to create a committee and letters have to be sent out stating violations to the violator)
13. Board members should not be hired to do tasks (These tasks should be voted on by the HOA)
14. You can't suspend people from voting regarding HOA
15. No Cap on Dues (should this be changed?)
16. Need to consider adopting a Fine Policy
17. Special Assessments could be charged for road repairs, adding a park or neighborhood pool, etc....
18. BJ Davis to deed all rights to common properties of the Association

Section 209

1. HOA meetings cannot be conducted in a person's home. You can conduct outside in the driveway, yard or open garage.
2. Minutes must be kept.
3. All meeting notices must be posted within 3 days and 10 days by mail.

4. Best way to handle notifications by recommendation;
 - a. Website, email, letter
 - b. Create an agenda for every meeting (Date, Time, Place and Subject)
 - c. Should generate a News Letter Annually or every 6 month

Voting of Board Members: The 11 candidates were introduced. Paper ballots were distributed (one per home) for the voting processes. Several homeowners volunteered to tally the votes. The homeowners in attendance voted for 7 Board Members out of the 11 volunteer candidates. Length of terms were determined by the amount of votes each candidate received.

New Board Members:

Colt Daniel (3yr term) Darla Fox (3yr term) Andrew Jacob (3yr term)
Karen Feaster (2yr term) Raj Ranjan (2yr term) Ron Foster (2yr term) Letha Petrash (1yr term)

Meeting adjourned

New Board members reconvened to elect officers.

Results are as follows:

Officers of the Board:

Presidents - Colt Daniel
Nominated by Letha Petrash
Seconded by Karen Feaster

Vice President – Darla Fox
Nominated by Andrew Jacob
Seconded by Karen Feaster

Secretary – Karen Feaster
Nominated by Andrew Jacob
Seconded by Colt Daniel

Treasurer – Andrew Jacob
Nominated by Letha Petrash
Seconded by Darla Fox

LFHOA Board voted on the Registered Agent

Registered Agent – Milton Chapman
Nominated by Letha Petrash
Seconded by Colt Daniel

Respectfully

Karen Feaster

