

LAHA BOARD OF DIRECTORS
Meeting Minutes
July 12, 2017

Participants:

John Rousseau, President
Linda Dingbaum, Vice President
John Hemann, Vice President
Gina Soucheray, Secretary
Jim Kraus, Property Manager
Mark Erickson, Treasurer (absent)

Call to Order (J. Rousseau)

- ◆ John Rousseau called the meeting to order at 7:00 PM at St. Louis Park City Hall. There were 6 homeowners present.

Minutes (G. Soucheray)

- ◆ The June 20 meeting minutes were approved as presented.

Treasurer's Report: (L. Dingbaum)

- ◆ Current Financial Reports - Linda Dingbaum and Mark Erickson are still working with Sharper to ensure clarity of financial statements. The bottom lines are satisfactory, but where and how items are booked is still confusing.
- ◆ Arrears Report - L. Dingbaum reported that we have a few homeowners in arrears and that they are all explained and not considered to be a future concern.

Updates:

- ◆ The Manager's Report (J. Kraus) was accepted.
- ◆ SummerFest details were discussed. J. Kraus take action on checklists discussed and report back to the Board the week before his Guard Duty commitment so we know where he might still need help.

Unfinished Business:

- ◆ Manager Coverage - Manager Jim Kraus will be on National Guard duty between July 21 and August 6. The "grounds crew" (Aaron and Barry) will have their duty list and schedule prior to Jim's departure. Other major tasks will be handled as follows:
 - Dan Fink has volunteered to handle incoming phone calls and emails. Those items he cannot answer will be forwarded to a Board Member for further handling.
 - John Hemann will handle real estate disclosure requests that might come in.
 - J. Kraus to provide necessary documents and files on a thumb drive.
 - L. Dingbaum to provide required financial info to J. Hemann upon request.
 - Gina Soucheray to handle mail. J. Kraus to provide key prior to departure.
 - John Rousseau to handle invoices.
- ◆ Parking Lot Sealing – A vendor has been selected and the project will start 8/8 or later. Communication to owners regarding timing of lots and where to park will be crucial. J. Kraus to contact City of St. Louis Park to ask for deferral on parking tickets during that time.
- ◆ Painting of Siding and Shutters – We await the receipt of a third bid. It was agreed that there would be no change to the shutter colors this time around. The job is expected to be done after the middle of August. Again, communication to owners will be crucial.

New Business:

- ◆ Buckthorn plan – Homeowner Marti Sanville has volunteered to do a "buckthorn survey" of Amhurst property, delineating the areas of buckthorn infestation and grading them as low – medium – high concern. She hopes to have that available for presentation at the August 15 Board Meeting.
- ◆ Common Area Gardening – G. Soucheray presented draft documents related to Common Area Gardening approval, buckthorn removal, and discussion items related to the costs of volunteer buckthorn removal. Board members to review the documents and provide feedback prior to the next meeting.
- ◆ Mass email and website policy –
 - Website - It was agreed that the area on the first page of the website that currently is used for announcements like the Dave Brose acknowledgment/search for volunteers is the perfect place for ongoing communication to homeowners. Heading should be something like "What's Being Done at Amhurst This Week". The purpose is to alert homeowners to contractor activity, gutter cleaning, garbage pickup reminder, etc. J. Kraus stated that he had a contact who could help make that space happen easily at a cost of \$25/hour. J. Rousseau approved.

- Mass emails – It is anticipated that mass emails will be sent to homeowners when there is new information added to the What’s Being Done Page – Subject line to say “UPDATE – the SUBJECT – The page affected”. Not more than once a week. It was also suggested that a link to the specific page be included in the email rather than a whole lot of detail regarding the info being provided.
- In an emergency, the email might be more specific, i.e., The north intersection at Independence and Gettysburg has flooded due to last night’s rain. While there is deep water, it is passable at a slow speed.
- ◆ 2018 Budget – Due to the Annual Meeting occurring in November, we will need to get the 2018 budget outlined earlier than usual so that the Annual Meeting packet can be developed and mailed in the legally required timeframe.
- ◆ Board Tour – In order to formulate the budget, the Board will tour the property, likely after the August meeting, to see what areas might be of concern. The purpose of the tour is not to make decisions but to identify those areas that might need to be put in the budget in 2018 as opposed to future years.
- ◆ Concrete versus paver patio/sidewalk – It was confirmed after discussion that we have not contributed to homeowners who wish to convert concrete sidewalk within their patio area to pavers and we will not start now. Homeowners who wish to convert concrete patios to pavers may submit their plan to the Property Manager/Board as in the past. If they choose to replace existing sidewalks from their gate area to the front door, it will be the homeowner’s responsibility for payment and maintenance. The area will be subject to Real Estate Disclosure informing future homeowners of the ongoing responsibility of maintenance of that common sidewalk. It was further agreed that wood and composite decking are not acceptable as they create a fire hazard and future requests for those products will be denied.

Adjournment:

The meeting was adjourned at 8:20 PM.

Next scheduled Board meeting: Tuesday, August 15, 2017 at St. Louis Park City Hall..

Minutes submitted by Gina Soucheray, Secretary