**Minutes of the LFHA Board Meeting Wednesday, January 29, 2014**

**Call to order:** President John Ison called the meeting to order at 7:10 p.m. at the home of Scott Anderson.

**Members Present:** John Ison, Jeff Hays, Scott Anderson, Lisa Romero and Lauria Grift

**Members Absent**: Paul Kane, Max Mitchell

**Approval of Minutes:** The minutes from the November 20, 2013 board meeting were approved.

**Treasurer’s Report:** Lisa Romero presented and discussed the Treasurer’s report covering income and expenses for the period of November 1, 2013 – January 31, 2014. The treasurer’s report was approved and accepted.

Second notice letters for unpaid dues plus the $10 late fee were mailed in November 2013 to 101 home owners. Certified letters were mailed at the beginning of January to the remaining 11 homeowners who have yet to pay their dues, with a deadline of January 31, 2014. A motion was granted to file liens on any homeowners who have not paid their dues (plus the $10 late fee) by January 31, 2014. Liens will be filed on February 7, 2014.

**President’s Report:** John Ison discussed the status of the email list for homeowners. The list currently includes 289 names out of 458 addresses in the association, or 63% of the homeowners. Emails sent have not reached a 100% “open” rate. The April newsletter will first be sent via email with a follow up through regular mail. The newsletter will also be posted on the website. A note will be included in the newsletter that if a homeowner has provided an email address but the newsletter was not received via email to please bring this to the board’s attention. It was noted that some emails may be going to “spam” folders of the recipients. Also, there is an issue with smartphones where not all emails opened with a smart phone will report as opened.

**Updates from Board Members:**  The light on the post at Clubhouse and Staley is out. John Ison will call Ameren to request service.

**Old Business:** The progress on the website is going well. Wes Cravens has agreed to update and maintain the website for $49.99 per month. These fees have been paid in advance through June 2014. This service does not include maintenance of the email address listing or mass emailings.

John Ison will take measurements and create drawings for new signs for the subdivision entrances at Clubhouse Drive and Pinecrest Drive. Regarding the lighting situation at Kirby, LED lights with solar collectors may be more affordable and the board discussed this as an alternative option. LED lights will be a good source for the new signs at Clubhouse Drive and Pinecrest Drive.

The Lincolnshire Fields Country Club has not granted access to the corner and there is no right of way or easement to the property. The sidewalk issue has been tabled indefinitely by the board.

The board agreed to provide information to the homeowners about the imminent danger to Ash trees caused by the Emerald Ash Borer beetle. There are three solutions, (1) injection directly into the tree (2) soil saturation and (3) removal. The board is aware that trees will die but the cost is generally prohibitive and it is not economically feasible for the board to undertake on behalf of the homeowners. The board is also concerned about the large amount of chemicals that could be involved. Information will be provided in the April newsletter and individual homeowners may address as the need arises.

A motion was made to discuss the expansion of the tree planting program. The program will include front yards with front yards being defined as from house to street and parallel with the front of the house. The program will include one tree per homeowner per year and the tree may be a new or replacement tree. The limit will be 20 trees per year for the association. The motion was passed. To date the board has replaced five trees under the program.

The board discussed a problem of non-compliant use of a residence. A letter was sent December 2, 2013 via first class mail and no response was received. A motion was made to send another letter via certified mail and regular mail stating if the non-compliant use continues we will take a vote to bring legal action to enforce compliance. The motion was passed.

**New Business:** The board discussed and agreed upon a proposed budget for FY2014-2015 to be presented to the homeowners at the annual meeting. A motion was made to pass the proposed budget and the motion was approved.

The board discussed election of new board members at the annual meeting. Paul Kane has announced that he will not renew his position. The board discussed the board member election process.

The annual meeting has been set for the second Tuesday in May which is May 13, 2014. The accommodations with the Lincolnshire Fields Country Club have been set. A notice for the annual meeting will be placed in the April newsletter.

**Other Business:** A discussion was held regarding irregular mail service and potential mail theft during the month of December 2013. The board agreed to mention this in the April newsletter.

**Adjournment:** Meeting adjourned 8:55 P.M. The next board meeting will be the annual meeting on May 13, 2014.

Respectfully submitted,

Lauria Grift