



**The Harbors at Lake Chesterfield Homeowners Association
Board Meeting Minutes
June 18, 2020**

LCHOA BOARD MEMBERS: OPEN, Chris Schepis (Phase 1); Jana Flynn, Nathan Hopper (Phase 2); Pat Ward, Lisa Krumrey (Phase 3); Bob Kramer, OPEN (Phase 4); OPEN, Crystal McCune (Phase 5).

Call to Order Time: 7:16pm

Members Absent: none; **Bob in attendance via zoom**

Also in attendance: Samantha Hoene-Community Manager, Jeanne Flowers, Chris Adkison, Errol Adkison, Kristina Fischer, Fischer Borrowman, Katie Sanders, Craig Boling

Request to join: Keith Barbero, Kristina Fischer, Courtney Boling, Erin Brooks, Katie Sanders, Jeanne Flowers, Hayley Hopper

****Board Announcements****

- Vote Regarding Board Executive Office- Remove Crystal as president
 - ➔ Motion to approve not needed. Crystal verbally resigned under protest.
- Motion that Crystal be suspended as a board member until an attorney has time to review the Resignation, Settlement and Confidentiality Agreement she presented to the board.
 - Crystal would like to have on public record that Sam is using credit card with Crystal's name on it for LCHOA expenses. States she did not approve this and these actions by Sam are considered a felony.
 - Crystal validates violating the Code of Ethics and imputes that the entire board of also being in violation of the Code of Ethics, by accepting free siding for the clubhouse (gratuities violation).
 - ➔ **Motion to accept verbal resignation as chair (5:0, 2 abstains)**
 - ➔ **Motion to allow Crystal to remain phase 5 rep (4:2, 1 abstains) with the understanding that a date will be set for the attorney to submit recommendation.**
- Election of new chairperson- Nathan Hopper
 - Crystal feels it's important to have on record that she challenges Nathan's ability in this role due to lack of availability to be timely with responses, and experience. She also doesn't like that someone would take a leadership role by default because no one else wanted it. She does not feel he can serve the community well.
 - ➔ **Motion to approve:(6:0- 1 abstained)**

PUBLIC FORUM: # of speakers (name/address/subject):

- Chris Adkison- Contractor who is responsible for decks and doors; wants payment now; Errol needs money; States that it is a job they could have completed in three weeks if they had been given the funds they needed. Crystal clarified what they are requesting and feels the board should recognize their request.
 - ➔ **Motion to approve moving money if check does not come in the mail by tomorrow: (7:0)**
 - Jana and Sam to sit down with Chris and go through all invoices on 6/19/20 at 10am.
 - Complaint about Jana's conversation with him- felt she spoke abrasively to him. Jana clarified that it that was not the case and she was just concerned that they were not going to pressure wash the high traffic entrance area of the pool deck. Chris stated that they were just doing around the pool the bid states everything in the fenced in area. It was a misunderstanding.



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- Jeanne Flowers- Stated that she is not asking for discussion, but she would just like to put two questions out in the universe. Why wasn't a contractor not dealing with Sam from the beginning? Why is Crystal asking for a non-disclosure? Craig Boling and Katie Sanders have the same question about non-disclosure?
 - Pat clarifies that actions decks were not voted on by the board before moving forward.
 - Crystal clarifies that Sam is not involved in all bids on all projects. The non-disclosure is still under review, so it is a closed record. She has requested that the attorney review it.
- Craig Boling- would like to know who is paying for the attorney? Craig also came to the meeting to discuss the issue with the blue green algae and the terrible smell in the creek area. Needs to be resolved.
- Crystal McCune- would like to have her time to speak as a resident now and gain understanding. Question to the board and wants an answer. She went to the pool and was given a Propool waiver to sign that still states Harbors of Lake Chesterfield on it. Did the board not consult an attorney and did he advice not to use this form with The Harbors as a named party?
 - The waiver is also in the clubhouse and still available in on the website.
- ❖ Wants to know why this has not been addressed and why is it still available to homeowners to sign?
 - **Jana clarifies that one waiver does not negate the other waiver. We are in a contract with Propool so any waiver that states that covers us covers them and vice versa. Previously, Jana was never on the premature meeting with the attorney. If she had been, she could have clarified that Propool and St. Louis Health Dept. were getting together to come up with a waiver. Also, the Propool waiver not out and available at the pool. It is stored in their file box. They would not have given it to someone without being asked for it directly. Lifeguard confirms via text that he was asked for the form by Crystal.**
 - **Samantha clarifies that even though the attorney gave his recommendation via email, there was no follow up, from the board to the community manager, indicating what action they had planned on taking. For that reason, Sam put out both waivers and left the Propools waiver on the website, as originally planned.**
 - **Asking these questions for Mr. Dennis McCubbin who is in glaucoma surgery.**
- ❖ **Wants to know why her emails are going unanswered. Asked about the 4th of July Parade, asked about what LCHOA keys she has in her possession,**
- ❖ **Wants to warn the board that the election notice was not sent out 10 days prior to election. So, if they want to follow the rules they already aren't.**
 - **Pat points out that they have never held an election in the past.**
 - **Sam states that Crystal is in possession of the Board of Trustees binder with all previous board protocols used. Crystal says her son dropped it off with the reserve binder. Samantha clarifies that that is untrue only one binder was returned. Crystal points out that the "employee" is calling her the "resident and board member" a Liar.**

Business of the Board began at 8:41pm

Approval of Meeting Minutes:

- May 21st, 2020
 - ➔ **Motion to approve: TABLED-Board had not had time to review**



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COMMITTEE REPORTS

Architectural Review Committee

Committee Members: Nathan Hopper, Chris Schepis

****Nothing to report for June 2020****

Finance Committee

Committee Members: Chris Schepis, Crystal McCune, Samantha Hoene

1. Bank Accounts- currently have 12 accounts. Suggests we consolidate. Recommend to close Mutual of Omaha checking account and transfer balance to the Pacific Premier operating account. Also, close Mutual of Omaha back-up operation, Busey Bank operating, and back-up operating and move the balance to our Central Bank account. Central Bank will be used an account we can access separate from Smith Management.
→ **Motion to approve: (6:0)**
2. 3 CD's currently at Busey. Chris to investigate other CD's rates and get back to the board once he has them.
3. Answers for the 2019 questions-non-recourse credit card will be obtained once 2019 finances are completed. In the meantime, Sam can go to bank with Executive Board member to get petty cash to use for HOA expenses and needs. Any board member that needs petty cash for LCHOA needs must be accompanied by Sam to the bank.
4. Reimbursements for homeowner/board/community manager expenses? Use Smith for all reimbursements unless it's a situation where they need an immediate reimbursement, no petty cash for reimbursements.
 - a. Sam paid bill for Level 9 Heating and Cooling to fix A/C
→ **Motion for reimbursement for Sam: (6:0)**
 - b. Jana purchased pool supplies
→ **Motion for reimbursement for Jana: (6:0)**

Marina Club Committee

Committee Members: Samantha Hoene, Bob Kramer, Jana Flynn

1. Hackett Security Contract- Original Bid- \$2,614.12, monthly \$45; used the card readers and box we currently have and still required us to have a dedicated computer for cards; did not include cost of extra cards or cellphone access for all homeowners, just admins we selected.
New Bid- \$5,548.64, monthly \$39; replacing readers with Bluetooth readers replacing box with 3 hubs; data stored in the cloud (no designated computer needed). Unlimited cell phone credentials
→ **Motion to approve: (7:0)**
 - Board to decide if homeowners are going to be charged for credentials like cards, etc.
 - \$25 for lost cards, \$10 for phone cred.
 - Write a resolution for this item
→ **Motion to prepare a resolution: (7:0)**
2. Emergency Doors- Approved bid \$4500 already pd.-\$5966.14
 - Second labor invoice for doors expected at completion of installation \$2000 (\$1050)
 - Still must call Wildwood Roofing after to finish the job
 - Are they planning on dry walling the window, framing out the doors with trim, etc.
→ **Motion to approve: TABLED**
3. Emergency Exit Pool Gate- Labor \$180, materials- \$577.47 Total cost- \$757.47
→ **Motion to approve: TABLED**
4. Need a completion date on doors- we have rentals and the downstairs, (separate from the gym) cannot be utilized since there are no emergency exits.



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Grounds Committee

Committee Members: Bob Kramer, Crystal McCune, Susan Isenburg

1. Overgrowth on Pierside. Greenwood Group bid-\$3,975.
→ **Motion to approve: TABLED; another bid required**
2. Drawings complete for basketball court...next steps
3. Repair company fixed crack, basketball court lights installed, timer raised up

Pool Committee

Committee member(s): Jana Flynn

1. General Update- new motor and everything going great. Very happy residents. Lifeguards doing amazing this year. Jana to discuss changing operating hours/closing weekend to make up for already paid contracts.
2. 6 broken tables, cost to replace tops will need to be added to next year's budget. Will need better tarps for storage this coming fall.

Lake Committee

Committee Members: Steve Krumrey, Nathan Hopper, Pat Ward, Woody Ward, John Metz, Ben Ruck, Steve Krumrey, George Lindh, Isenburg

1. Algae Treatment on lake- Two companies with two different approaches
 - a. Solitude Lake Management- \$2,890
 - b. Aquatic Control- \$600 (priced per acre, not to exceed 7 acres); Additional treatments completed for \$200 an acre.
→ **Motion to approve Aquatic Control: (6:0)**
2. Mayor involvement- We will find out more at the zoom meeting on 7/16/20 at 6:30pm

Legal & Operational Committee

Committee Members: Crystal McCune, Jana Flynn

1. Board to begin using an HOA Attorney- Smith Management suggested attorneys that specialize in HOAs. Jana interviewed two and left a message for a third. She recommends Sarah Bueltmann.
 - Opposition by Crystal.
→ **Motion to postpone signing the engagement until everyone looks at it: (6:0)**
 - Board to review document, Jana get more pricing and board to decide in the next day or two.
 2. Election meeting details- Following questions need answered...
 - ❖ Are we limiting the number of people who can run for the board based on who has already applied?
 - ❖ Do we allow absentee ballots? Ballots available at clubhouse.
- Email was sent out to homeowners on June 16th at 4:31pm, election meeting scheduled for June 25th at 7pm. No questions could be addressed because Crystal stated that according to the legal day calculator it is not 10 days **Election meeting decisions-TABLED.**

CC & R Committee

Committee Members: Lisa Krumrey, Pat Ward, Jana Flynn

****Nothing to report for June 2020****

Social and Community Committee

Committee Members: Crystal McCune, Samantha Hoene, Jeanne Flowers

1. Sarah's Cake Shop Food Truck Event- June 26th 4:30-6:30pm; list of pre-orders going out



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2. 60 people-ish as of today answered the survey
3. 4th of July Parade- Assign families to a parking space, give them goodie bags instead of popsicles, dismiss 6 feet apart.
→ **Motion to approve 4th of July Parade: 5:0**

Action Items

- Chris to get CD rates
- Sam and Jana to meet with Chris Adkison for project pricing clarification tomorrow morning. Need a completion date on doors and window.
- Write a resolution for Bluetooth phone access and homeowner cost
- Pat and Johnny trim overgrowth off sidewalks on Pierside.
- Jana talk to Propool about plans to make up paid contract cost for closed days.
- Jana to send the board HOA attorney agreement and get more attorney pricing.
- Second bid needed for Pierside trimming
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Tabled Items

- May 21st, 2020 Meeting Minutes
- Door cost exceeding bid. Let the board know after talking with Chris Adkison.
- Safety gate at bottom of stairs by baby pool
- Election meeting and all the details

Motion to Adjourn: 10:42pm

Next Meeting – Thursday, July 16th, 2020
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