

**Seven Lakes West Landowners Association  
2008-2009 Organizational Meeting  
March 26, 2008  
West Side Park Community Center**

**Call to Order:**

The president called the meeting to order at 7:57 a.m. Present: directors Blaine Rowland, Ron Shepard, Ed Silberhorn, Jim Haggard, Ed Tuton, Ray MacKay, Karen Milligan, Mary Anne Fewkes, and Kathy Kirst. A quorum was established.

Also present: Hugh Beckwith, Tony Robertson, and Denise Duncan, administrative Asst.

**Executive session:**

At 7:58 a.m., Ray MacKay made, and Ed Silberhorn seconded a motion for the board to enter executive session. Without objection, the meeting entered executive session.

At 8:48 a.m., Blaine Rowland moved that the meeting exit executive session. Ron Shepard seconded the motion, and without objection, the meeting exited executive session at 8:48 a.m.

**Open session:**

A brief recess took place, and the meeting resumed at 8:58 a.m.

**Board comments and questions:**

Neither comments nor questions arose.

**Election of officers:**

Four officer positions were open for election: president, vice president, secretary, and treasurer.

President: Mary Anne Fewkes nominated Jim Haggard for the position of president, and Ray MacKay seconded the nomination. With no other nominations proposed, the nomination process was closed. Jim Haggard was elected president by acclamation.

Vice President: Blaine Rowland nominated Mary Anne Fewkes for the position of vice president, and Kathy Kirst seconded the nomination. With no other nominations proposed, the nomination process was closed. Mary Anne Fewkes was elected vice president by acclamation.

Secretary: Ray MacKay nominated Ed Tuton for the position of secretary, and Ed Silberhorn seconded the nomination. With no other nominations proposed, the nomination process was closed. Ed Tuton was elected secretary by acclamation.

Treasurer: Blaine Rowland nominated Kathy Kirst for the position of treasurer, and Ray MacKay seconded the nomination. With no other nominations proposed, the nomination process was closed. Kathy Kirst was elected treasurer by acclamation.

**Director's responsibility/assignments:**

Three positions were open for assignment by the board; Recreation, Architectural Review, and Legal. The president proposed assignment of Karen Milligan as director of Recreation, Ron Shepard as director of Architectural Review, and Ed Silberhorn as director of Legal matters. The proposed assignments were passed without objection.

**Community manager comments:**

Tony Robertson announced that March 27<sup>th</sup> will mark his fortieth anniversary of public service, and that he plans to retire at the end of this year. He cited the employees of the association for their work. The community swimming pool will be open for the summer, and plans for the annual Fourth of July celebration and fireworks display are proceeding on schedule.

**Functional area concerns and issued:**

Both newly elected and holdover directors were asked to comment upon issues facing them in the coming year.

**Secretary:**

The secretary reported that the nominating committee for next years annual election has been chosen, and encouraged board members to forward the names of potential qualified candidates for consideration. Also, the secretary will produce a list of “action items” subsequent to board work sessions, along with time frames for required actions.

**Treasurer:**

The treasurer distributed copies of the 04/30/07 association financial statement. In addition, the monthly profit and loss budget performance reports, and funds status report, which are distributed during monthly work sessions, were explained to the directors. She also indicated that the Long Range Planning Committee will recommend a “balanced budget” initiative to the directors. The treasurer then answered questions regarding the materials distributed.

**Infrastructure:**

Director MacKay outlined the many responsibilities falling within this sphere. These include building and grounds maintenance, maintenance of 33 miles of roads, three community ponds, Johnson Point maintenance, the yard waste collection area, and the boat storage area among others. Monthly reports are forwarded to the board regarding accomplishments and challenges in this area.

**Lake, dam and environment:**

Director Fewkes described responsibilities within her purview, including the lake and dam, boat registration and lake patrol, Pine Island, some aspects of Johnson Point, and the dam. The dam remediation plan will be submitted to the state for approval in April, a process which could take 30-60 days. After approval, the work will commence depending upon the extent to which the lake is to be lowered to allow remediation. If the lowering of the lake will be minimal, work may begin as soon as possible. If lake level reduction is to be three feet or more, the work may be deferred until after the summer boating season is completed. A presentation by the dam engineer will take place once the plan is approved by state authorities. Buoys will be placed adjacent to the dam during remediation to preclude boat traffic interfering with the work.

**Calendar of scheduled meetings:**

Directors have been provided a listing of meeting dates. The general meeting slated for Nov. 25<sup>th</sup> may be moved back to Nov. 18<sup>th</sup> due to the Thanksgiving holiday falling on Nov. 27<sup>th</sup>.

**Legal affairs:**

The legal director expressed the desire to form a Legal Affairs Committee comprised of volunteers from the community, and will pursue this via the association newsletter. In addition, he is seeking a new community advocate with some experience in prosecuting legal cases. This individual will act as district attorney for the association when cases are brought before the judicial committee for adjudication.

**Recreation:**

Karen Milligan will issue a monthly report to the board and in the newsletter regarding recreational activities. She reminded everyone of the black and white dinner occurring in May.

**Security:**

Blaine Rowland outlined various security issues for the directors. Presently the community's role is to react to situations as they arise. Information is being gathered to determine the practicality of issuing speeding tickets and the expenses involved in taking this step. He emphasized that the association does not involve itself in disputes among neighbors, but focuses on enforcement of rules, regulations, and covenants. The issue of changing the locks at the community center was discussed. A poll of board members indicated approval of this step, and the community manager will forward cost estimates to the board via email.

**SLW covenant change (paragraph XI mailboxes) discussion:**

In connection with curbside mail delivery, a brief discussion of the Seven Lakes West covenant in paragraph XI requiring a 67% membership approval for any change in the covenants ensued. Essentially, a vote of 67% of members of the former Seven Lakes West Association will be required to allow curbside mail delivery.

To assure that the community will be fully informed on the issue, the president proposed that the Long Range Planning Committee prepare a list of "pros and cons" for the voters perusal prior to acting on this issue.

The meeting was adjourned at 11:30 a.m. for luncheon, and was called back to order at 12:15 p.m.

## **Board goals and priorities 2008-2009 discussion:**

The president solicited ideas from the board regarding items needing attention this year.

1. Obtain and finalize information on controlling speeding in the area. How will rules be enforced, who will be the enforcer, and who will be the judge?
2. The dam remediation will begin shortly.
3. A decision by the board will be needed regarding reopening of the dam to vehicular traffic. Numerous options will be considered.
4. The survey of traffic entering via the main gate should be updated as it may impact the decision regarding the proposed upgrade of the railroad crossing. Also, a survey at the east gate was recommended.
5. Render assistance to appropriate authorities in improving safety conditions at the main gate railroad crossing.
6. Continue to work harmoniously with the Seven Lakes Landowners Association and the Seven Lakes Civic group.
7. Work with county commissioners, the SLLA, Civic Group, and others regarding water usage and availability.
8. Work to speed the installation of fire hydrants in the community.
9. Attain a final resolution to the challenges facing the association in obtaining more efficient mail delivery.
10. Obtain a written plan from the Long Range Planning Committee regarding the budget, including forecasts and timelines regarding the adequacy of financial reserves.
11. Ascertain the best method for managing the community considering the pending retirement of the community manager, including evaluation of professional management companies.
12. Create a new approach to the septic management program to increase participation of community members. Explore legally available alternate methods of enforcing compliance.
13. Determine a method to measure the adequacy of reserve funds. Obtain a universally acceptably definition of exactly what comprises reserves.
14. Continue updating of community rules and regulations, bylaws, and covenants. While rules, regulations, and bylaws may be amended via board action, covenant changes require a 67% approval by the membership.
15. Investigate opening an additional access gate.
16. Take further measures to control unauthorized access to the community.
17. Create a policies and procedures manual for the staff.
18. Create a code of ethics for directors and employees of the association.
19. Reduce the number of property liens outstanding, and increase collections from those owing monies to the association.

**Adjournment:**

Without objection, the meeting was adjourned at 1:30 p.m.

**Submitted by,**

**Ed Tuton, secretary**