**LFCA Board meeting minutes – April 10, 2025**

Board members present: Troy Kelly, Sarah O’Rourke, Allison Lotts, Stephanie Geiger, Wes Cox, Matt Rhoades, Sharon Karamarkovich, Teresa Treiber, and Dave Wilson.

The meeting was called to order at 7:30 PM via Zoom.

1. **Meeting Minutes:** Meeting minutes for January and February were approved. March minutes are out for review via email.
2. **Open Tickets:**
   1. #60 (sent to Dave)
   2. #59 (sent to Wes)
   3. #58 (Dave will investigate)
   4. #57 (Matt)
   5. #50 (Dave)
   6. #53 (Dave)
3. **Fallen Trees:** The board discussed the HOA’s liability for downed trees that fall on properties causing damage. The HOA makes an effort to survey trees and when a tree is identified as at risk of falling, the HOA works with a tree service to safely take the tree down. In cases where a healthy tree unexpectedly falls on a residential property, the HOA is only liable to address the portion of the tree down on HOA property. If the healthy tree causes damage on a residential property, the homeowner is responsible for any damage on their property. Residents are encouraged to report trees that appear to be at risk of falling to the HOA.
4. **Trail Paving**: The board discussed options to repair portions of trails that are most in need of patching. Troy proposed an incremental approach to address the highest priority areas in need of repair to best manage the costs of repairs. Troy and Sarah will partner with Premium to identify the top priorities, get updated cost estimates, and will present a recommendation to the board at a future meeting.
5. **Board Member Terms**: Board members stepping down in June 2025 are Sharon, Matt and Stephanie. Sarah will likely step down pending sufficient community interest in filling the vacancies. Typically, board members that want to extend their term must identify their desire to extend in advance of the annual meeting for board awareness and planning, and they then are proposed by the board at the annual meeting. Approved extensions are for three-year periods. Looking ahead to next year, in June 2026, Troy and Allison’s terms will end. Wes extended his term in 2023 and will therefore have his term end in 2026 as well. Dave and Teresa extended their terms in 2024 and will have terms ending in 2027.
6. **Board Roles & Responsibilities:** Within the nine board positions, four are “officer” positions: President, Vice President, Treasurer, and Secretary. These responsibilities are relatively set based on the official functions they provide. There are many other ancillary responsibilities the board has that are shared amongst the remaining five board members, as assigned and determined by the board upon election of new members and based on various interest and skillsets the board brings to the team. The board retains maximum flexibility to adjust responsibilities between board members as needed. To solicit interest from the community in filling upcoming vacancies, the board discussed documenting roles and responsibilities to provide more information to residents on what to expect from volunteering on the board. The board will review and edit the draft roles and responsibilities document previously distributed by Stephanie by 30 April for review and approval in the May meeting. Stephanie will also develop draft communications to the community to advertise the open vacancies and share insight into the roles and responsibilities.
7. **Community Vote:** The board continues to track data from the community vote, with 178 votes collected so far. Allison will provide a list of residences without email addresses to ensure mailers are provided to maximize the community’s ability to vote.
8. **Treasurer Report:** Wes provided an update on projected budget shortfalls given projected income and expenses, and discussed the need for the board to consider a modest dues increase next year.
9. **Annual Meeting:** Sarah raised the upcoming annual meeting and need to send a postcard notification to the community 30 days in advance. Allison will provide draft slides before the next meeting and Stephanie/Teresa will coordinate on the postcard.
10. **Trail Safety:** Dave raised the importance of trail safety and noted the board should consider additional signage to remind residents to be careful on trails when riding motorized vehicles (e.g., scooters).

The meeting adjourned at 8:53 PM.