

**LEPOA Board Meeting Minutes**  
**Saturday June 10, 2023 @10:30 am**  
**Kathleen Knolle's Residence**  
**1307 Lakeview Estates Drive, Coldspring, TX**  
**FINAL**

**BOARD MEMBERS PRESENT:**

Randall Walker, President  
Kathleen Knolle, Secretary  
Kevin Minor, Treasurer

**BOARD MEMBERS ABSENT:**

Rick Brock, Director at Large  
Claire Hoffman, Vice President

**OTHER ATTENDEES**

Bron Clear-ACC Member  
Anita Bell-ACC Member

**Call to Order**

Randall called the meeting to order at 10:40am.

**Prior Meeting Minutes**

For review – previously approved electronically by the Board.

**Treasurer's Report**

Kevin presented the Treasurer's Report (cash basis) as of June 10, 2023:

**Profit and Loss (year to date)**

Income:	\$12,375.00
Expense:	<u>4,805.92</u>
Net Operating Income:	\$ 7,569.08
Interest Income:	<u>10.06</u>
Net Income:	\$ 7,579.14

**Balance Sheet**

Assets:	\$40,388.25
Liabilities:	<u>0.00</u>
Equity:	\$40,388.25

**Bank Accounts**

Checking Account:	\$ 4,388.25
Reserve Account:	<u>36,000.00</u>
Total:	\$40,388.25

Detailed accounting reports are attached.

The bank accounts were moved from Capital One to Bank of San Jacinto County in May 2023.

There were three delinquent annual assessments as of June 10, 2023. A late penalty of \$5.00 per lot is assessed on payments received after June 1<sup>st</sup>.

Kevin has primary signature authority and Tom Patton agreed to be the backup. As our POA registered agent and local resident, the Board agreed that was a sound approach.

The Board discussed the importance of having another Board member reconcile the financial statements on a monthly basis. There was much discussion about the process. The Board decided to table until the next meeting and, in the meantime, Kevin will send Board members the monthly bank statements with password protection.

### **Old Business**

- Website Update: Randall reported that he has completed the story board but needs other expertise to build it into WordPress, the selected digital platform. Kevin offered to check with his son for his insights and suggestions on next steps.
- Real Estate Activity: One remodel is complete; one new construction is complete; two car garages have been approved and one home seems to be at a standstill with its one-year extension lapsing soon.
- Update on HOA Attorney Candidates for Future Needs: Randall asked Anita to contact the firms she has shared earlier for contact names. Upon receipt, Randall will make inquiries about their services, rates, and availability.
- Tree Removal and Dirt Work Update: Kevin reported that the tree work is about 80% completed; no invoices have been received. The winning bids were \$4,050 for tree removal and \$1,550 for the dirt work on the bulkheads.

### **New Business**

- Bulkhead at Boat Ramp Park: The Board agreed that the bulkhead at Boat Ramp Park needs attention. Kathleen will contact Ric to see if he can take the lead to have it evaluated and collect bids.
- Proposed Requirement for Uniform Address Signs for 911 (per discussion at Annual Meeting): Randall presented a suggestion pointing out that it may be wise to wait until the new road is completed and through the ACC, LEPOA would purchase and install signs for property owners. In the meantime, residents can contact Cape Royale Fire Department and order one of the blue signs for \$25.00.
- Anita reported that there is an address that is out sequence and could be a problem for EMS. She will contact them to offer assistance.

### **Other Business**

Based on questionable activity and some trash found at Boat Ramp Park, the Board agreed it was time to change the code on the lock. Kathleen will contact Mike Crews to set up and then notify owners with an email and a posting on the Lakeview Estates Facebook page.

Kevin and Kathleen will be holders of the post office keys. Kathleen will notify the postmaster of the changes.

Anita will file the revised Management Certificate at the courthouse for Kathleen.

Bron has volunteered to work on the history of the parks. Kathleen had historical records for her to use.

Kathleen offered her home for the September 16<sup>th</sup> Board meeting.

### **Adjournment**

The meeting was adjourned at approximately 12:15pm

### **Calendar**

#### **2023-2024 Board Meetings**

June 10, 2023

September 16, 2023

November 11, 2023


February 3, 2024

March 9, 2024

#### **2024 Annual Meeting**

April 27, 2024

Respectfully submitted,

A handwritten signature in cursive script that reads "Kathleen Knolle". The signature is written in dark ink on a light-colored, slightly textured background.

Kathleen Knolle, Secretary  
[lepoa.secretary@gmail.com](mailto:lepoa.secretary@gmail.com)

Attachments:

Profit/Loss YTD 20230610

Balance Sheet 20230619