

LCICOA Board Meeting-Online Session

March 3, 2022

Meeting Minutes

Call to Order

Ted Gillette, Board Chair called to order the online meeting of the LCICOA at 6:05 pm on March 3, 2022 via Google Meet. All directors were present and a quorum was established:

Ted Gillette, Board Chair; John Jaworski, Vice President; Collin Strassenburgh, Treasurer; Kim Knowlen, Secretary; Mike Schroeder, At-Large.

The following community members were present for the meeting: Marnie Pasciuto-Wood (cabin 19), owner.

Annual Board Meeting Minutes

A copy of the minutes was provided to all board members.

John moved to approve the minutes. Collin seconded the motion. The minutes were unanimously approved.

Discussion of approved fire pits

A recent incident involving a rental guest using a portable propane fire pit prompted a review of the LCICOA Rules/Guidelines regarding fire pits. The meeting agenda identified three areas for review:

- A. Use of approved fire pits
 - B. Review of USFS and ODF approved devices as they pertain to LCI Declaration Section 7.17
 - C. Location of approved fire pits
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- A. The board discussed the phrase “Fire pits are to be used only by owner and their families and friends” which is part of the current LCICOA Rules/Guidelines under Fire Pits and questioned whether the language “owner and their families and friends” should be modified or omitted because it is difficult to distinguish between friends, family, and guests.

Additional fire safety measures were discussed including having five-gallon buckets with water and shovels at the existing designated fire pits. These precautions and provisions will be further developed as part of the CARC fire preparedness plan which is in process and will be implemented soon.

John motioned that the phrase “Fire pits are to be used only by owner and their families and friends” be omitted from the LCICOA Rules/Guidelines. John called the vote. The change was unanimously approved.

- B. The board discussed the various devices that are permitted for burning according to USFS and ODF. Devices considered with respect to LCI Declaration 7.17 were portable propane fire pits, portable wood burning fire pits and propane space heaters. The board did not favor the use of portable wood burning fire pits. Portable propane fire pits and propane space heaters could be considered dependent on where and how they are being used and by whom. It was also

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proposed that an ARC request be required for devices that would be left in place for longer periods of time.

Ted called for a motion to table further discussion of items B and C until the next meeting. John made the motion. The motion was unanimously approved.

Updated review of January 2022 Financial Report

A copy of the report was provided to all board members previously. Collin gave a brief summary of the report.

It was proposed that snow removal be added as a line item on the budget under landscaping and that the \$320 expense be moved with it. The expense for snow removal was previously entered under lawn mowing/John Parazoo.

A brief discussion followed regarding the February financial report. John noted that there is a \$14,000 shortfall in the HOA dues if only two accounts are outstanding. Collin will check into this.

The January 2022 and February 2022 financial reports were not approved at this time.

Updated Review of Owners HOA Dues

A. Current Status of all units and garages for annual dues

There are two cabin owners who are past due on their HOA payment. Ted stated that he had spoken with both owners and that one owner was late due to issues with the mail. The other owner is late due to difficulties. Collin asked Ted if his (Ted's) outstanding balance had been paid. Ted stated that the \$70 had been paid and that the balance was due to a bill he submitted that resulted in Sterling Management making a deduction from his account. This has since been corrected. John stated that in the past, the board has called owners directly to discuss past due accounts. Ted proposed that one owner be allowed to make four payments between now and June 30th to pay his balance in full.

John motioned to approve four payments for one owner. Motion was seconded by Collin. Motion was unanimously approved.

B. Compliance with Insurance Policy Regulations

Ted asked Mike if all owners had provided proof of insurance coverage for their cabins and garages and whether that information was on file with Sterling Management. Mike confirmed that he had the insurance declarations for all current cabin owners. Due to technical difficulty with Mike's internet connection, he was unable to complete the rest of his report regarding insurance.

C. Additional costs for owners with multiple garage units and garage-only owners.

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The possibility of charging additional fees to those who own multiple garage units or own only a garage was considered. Ted stated that it costs approximately \$225-\$250 per year to maintain a single garage unit. Board members agreed that it would be reasonable to ask those owners to pay an additional fee for garage maintenance.

Further discussion focused on the two garages occupied by Jim Ruggeri. Ted asked if we had proof of insurance for these garages, which couldn't be confirmed at this time. John questioned whether Ruggeri owns the garages. Ted stated that Ruggeri owns the land where the future cabins that would utilize the garages were proposed. John clarified that the land was only approved for a restaurant, not cabins. Kim stated that the garages are currently held in the name of Log Cabin, LLC which was administratively dissolved in 2013 and there are no records showing transfer of the garages to Ruggeri as an individual. John stated that the garages were part of the assets transferred at turnover and there is no record that they were transferred back to Ruggeri. Ruggeri does not currently own a cabin and therefore cannot own a garage according to the LCI Declarations and Bylaws. Collin noted that charging Ruggeri a fee for garage maintenance might imply ownership and asked about changing the garage door locks. A title search to determine ownership of the garages was suggested. John stated the cost of a previous title search was approximately \$300.

John motioned to do a title search on the garages occupied by Ruggeri. Kim seconded the motion. Motion was approved unanimously.

At 7:00 pm a motion was made to continue the meeting past the hour to discuss the final agenda item. The motion was unanimously approved.

Winter Preparedness Protocols

A winter checklist document was sent to all board members prior to the meeting. The list outlined various tasks and procedures to be performed in the fall and winter. After a brief review and discussion, John suggested that we also include tasks for spring and summer. He also suggested that we assign tasks to specific individuals in an effort to make sure the tasks are completed and that there is someone who can be contacted if the need arises. Ted asked John and Kim to create a year-round checklist and present it at the next board meeting.

A motion was made for John and Kim to prepare the checklist and present it at the next board meeting. Motion was unanimously approved.

Ted asked for a motion to adjourn. A motion was made and unanimously approved. The meeting adjourned at 7:10 pm.