



Meeting Minutes

December 19th, 2023, at 10am

Location: Canoe Club Media Room

Meeting of The Lakes Master Homeowners Association, Inc.

Meeting Facilitator: Missy Jonson

Board Members: Jennifer Harrell, Missy Jonson (President), Ted Muhlner (Secretary/Treasurer) and Bert Wheeler, Robert Confessore (Monterra Representative)

Attendees: Maggie Penner (HOA Manager) Janet Leishman, Dorothy VanGeison (Monterra Manager)

- I. Call to Order (Missy) 10:06am
- II. Review and approval of meeting minutes: 10/12/23, 11/16/23
The Board reviewed the minutes. Missy motioned to approve; Jen seconded the motion. All were in favor.
- III. ARC Report – None
- IV. Maintenance Report - None
- V. Manager Report (Maggie)
 - a) Century Link Damaged Boxes
 - a. River Lakes Drive resident passed on local supervisors contact information.
 - b. No calls returned yet. Will keep working on this as Century Link needs to take care of their utility boxes in our community.
 - b) Spring Sidewalk Repair
 - a. Planning to discuss sidewalk repair cost share with The City & Bert to nail down a more concrete date for sidewalk repair this summer.
 - b. Will Inform residents to apply so all work can be completed at one time in the community.
Bert will contact The City regarding this topic and also start the conversation with The City about the bridge repairs needed on River Lakes Drive.
 - c) Leash Stencil
 - a. Original stencil was discontinued. Quote from Kalispell Copy is \$274.25. Working with Monterra and Fast Signs to find a more cost effective solution.
 1. Update: Work in progress. Will plan to have installed this spring.
Board recommends that we reach out to WFHS to see if they would want to paint our pathway. WFHS recently painted near stormdrains throughout Whitefish.
 - d) Fidelity Accounts – High Interest Savings
 - a. Finalizing applications for Ted and Missy to sign and submit.
 - b. Contacted our CPA on QuickBooks update for this transfer of funds.
 - e) ARC
 - a. Training with ARC Coordinator.
 - b. Two possible submissions in January for builds on River Lakes Drive.

- c. Work in progress – Fines for non compliance with Exterior Modifications
- f) Neighborhood Calendar 2024
 - a. Annual Garage Sale Dates
 - b. Spring Cleaning / Planting Dates
 - c. Clean the Fish
- g) Tenant Contact List
 - a. Will email homeowners who have their property listed as a rental to update the HOA with current tenant list.
 - b. 1st Quarter Newsletter will also remind owners if they rent their home they need to notify the HOA and pass information to tenants.

Ongoing Action Items (WIP):

- a. Update Basketball Hoops in Rules & Regulations – Pending Further Review; Waiting to ask PWK if they would be willing to install a B-ball hoop for use in the parking lot at Smith Fields. No new update.
- b. Frequently Asked Questions & Community Survey – This is still a work in progress.
- c. Northern Lights Park – Tom working on park bench and picnic table pricing.

VI. Financial Report (Ted)

The Board reviewed the financial statements and found them to be in good standing.

VII. Old Business

- a. Review Engagement Letters
 - i. Water Rights
 - ii. Storm Drain MOU
- b. Discuss long term HOA representation.
- c. Reserve Study Detailed Review

VIII. New Business

- a. Monterra Reserve Contributions

The Board reviewed the reserve contributions question that Monterra brought to our attention and determined that Monterra will continue to contribute 20% into reserves. Our reserves cover future operating expenses and our Omnibus states that Monterra assessments shall be equal to 20% of the operational budget.

- b. Crowley Fleck Engagement Letter

The Board discussed the engagement letter and voted to approve working with Crowley and Fleck. Ted motioned to approve; Missy seconded the motion. All were in favor.

- c. Board Member / Resident Harassment Rules

The Board asks that the manager investigate harassment rules for other HOA's. This will be discussed at a future meeting to be added to our rules and regulations.

- d. Water Rights Action Plan

The Board asks that the manager set up a meeting for early January to discuss the topic with our water rights attorney, the previous and current HOA managers, and Board of Directors. This is a priority as we move into 2024.

IX. Open Forum

X. Adjournment

XI. *Executive Discussion*

Upcoming Meeting Schedule: January 11th @ 10am