**Four Seasons Lakesites**

**Property Owners Association**

**Board of Directors Meeting-Regular Session**

**November 15, 2016**

**I. CALL TO ORDER:** President Mary Bustin called the regular session meeting of the Four Seasons Lakesites Property Owners Association (FSLPOA) Board of Directors to order at 9:00 a.m. at the Four Seasons POA Community Center. Board members present were: Mary Bustin, Nancy Cason, Steve Yoder, Terry Roets and Maggie Moe.

Representatives present from Missouri Association Management, LLC (MAM) were Russ Mitchell, Della Miller and Heidi Altman. Also present: Sgt. Jim Elkin of Camden County Sheriff’s Office; Alaina Gump and Vanessa Hawkins from Wilson Toellner CPA; and Mike McDorman, Board attorney.

Property Owners: Ranita Jones, 634 PP5; Chuck Phegley, 1298 CC5; Christophe Torres, 77 SR1.

1. **Election of Officers:**

**President**: Mary Bustin

**Vice President**: Nancy Cason

**Secretary**: Christophe Torres was asked and accepted this position

**Treasurer**: Maggie Moe

1. **New Board Member Appointment:** Mr. Christophe Torres was sworn in as a Board Director and accepted the position of Secretary of the Board.

**II. MEMBER QUESTIONS OR COMMENTS:** There were no members’ questions or comments.

**III. APPROVAL OF MINUTES – September 20, 2016 Regular and Executive Sessions:** Ms. Cason made a motion to approve the September minutes as submitted. Ms. Moe seconded the motion. Minutes were approved.

**IV. REPORTS:**

1. **Financial:** Ms. Gump went over the highlights of the financials stating payment statistics are down .99% showing consistent for 2016. She reviewed the Projects and Fitness Center Improvements report numbers. Ms. Hawkins informed the Board she would be sending out the 2017 invoices the first week of December; however, TOPS1 does not have the conversion tool ready as promised therefore she will have to use the current TOPS PRO through the end of the year. Ms. Bustin took a moment to review the financial reports with Mr. Torres. Ms. Cason asked about updating signature cards for the banks and CD’s to include the change in Board members. Mr. Yoder suggested reviewing and updating the ACC signature cards as well.
2. **Sheriff:** Sgt. Elkin reviewed the statistics with the Board. He reported on incidents on Horseshoe Bend that occurred throughout the last couple of months, stating suspects are in custody regarding some burglaries in the area. He also informed the Board that two deputies resigned in October and two more will be resigning in December. There are two deputies currently in training to replace the October departures, but awaiting the new Sheriff to take over for the December replacements. Ms. Cason suggested getting the 2017 Sheriff’s contract to Sheriff Walden for approval immediately. Ms. Moe asked Sgt. Elkin about the accident that knocked the old Indian thong tree down at Cambridge and Bittersweet.
3. **Village of Four Seasons:**  Ms. Jones reported on behalf of the Village. She stated the light poles are up on Cascade Court but they have not been lit. The Village is reviewing the comprehensive plan first developed in 1993. Mr. Phegley mentioned the Trustees may consider having a member of the POA Board as well as someone from the water district and HBSRD join them for the review. They will look at areas for those that want to move from lakefront to second tier; possibly townhomes. Larry Chandler is leaving to move to Northern Missouri for a job position. The Village is having an appreciation social for him Wednesday, November 16 from 1:00 p.m. to 5:00 p.m.
4. **Horseshoe Bend Special Road District:** There was no report from HBSRD. The Board discussed that a Director needs to attend their meetings at 9 a.m. on the 3rd Thursday of the month. They will rotate at this time with Ms. Bustin attending in November.
5. **Management:** Ms. Miller provided reports for the Board to review prior to the meeting. Discussion ensued about moving the stretching cage in the Fitness Center to open up more room. The Board went to the Fitness Center following the Executive meeting to look at the space. They looked at options for expanding the Fitness Center in 2017.

The Shawnee Bend Meeting Room is now open but the cameras, as previously discussed, have not been installed because there is no internet at that location, which was not previously considered. Mr. Yoder made a motion to proceed with getting internet at the SBMR in the most cost efficient way: residential or business. Mr. Roets seconded the motion. The motion passed. An Open House is scheduled for the new meeting space on Friday, December 16 from 4:00 p.m. to 6:00 p.m. The Board will offer beer and wine at this function.

Mr. Mitchell provided the Board with a facilities update. He discussed the recent findings of resistance in the line during winterization of Regency Pool. He feels the construction on the pool should be delayed at this time. He received a bid of $38k, but there are unknown factors which may cause the bid to rise; there is $191k in reserves for replacement of Regency Pool in 2022. Mr. Mitchell suggested postponing the expense of $38k until it is time for replacement, at which time the topography and location should be researched prior to deciding to place the pool in the same location. Management should be able to maintain the pool throughout the next five years. The Board agreed with his recommendation. Mr. Yoder made a motion to defer any further action on the previous motion made by Ms. Cason in August: obtain 3 bids for repair to Regency Pool consisting of clear and precise specification for the repair and replacement of the pool decking. Ms. Cason seconded Mr. Yoder’s motion. The motion passed.

Mr. Mitchell informed the Board that Treeline Lake was recently inspected by Department of Natural Resources for impact on failure of the dam. They made two new recommendations: rip-rap lakeside of the dam to deter wave deterioration and re-grout the area that is deteriorating on the concrete spillway. Ms. Bustin suggests obtaining bids on concrete for the spillway only; she does not see a need for rip-rap at this time. The Board agreed.

An owner has sent a letter to Management wanting to sell the POA their lot at the entrance of Grand Point Pool. Ms. Cason suggested coming up with a number to present to the owner. Mr. Yoder suggested informing the owner the POA is not interested in developing that area at this time but would pay $5000 for the lot. The Board agreed.

Mr. Mitchell informed the Board he has the sun canopy for the Grand Point Pool playground and will have maintenance work on setting the poles yet this fall.

**V. UNFINISHED BUSINESS:**

**A) Home Construction Incentive Program:** Ms. Miller presented the Board with the incentive program the media consultant reviewed and helped develop. It will be posted on the website as well as being distributed to the Board of Realtors, developers and contractors. Mr. Roets and Mr. Yoder asked if it would be submitted to the newspaper. Ms. Bustin said no. She stated it is for in-house informational purpose only and it should not be linked with the previous article submitted in August by Mr. Roets and Mr. Yoder. Ms. Miller suggested creating a video of the area “Living in the Community” which can be posted on the new website. Ms. Bustin suggested using some of the project money to have the media consultant meet with the Board.

**B) Recycle Bins:** The Board reviewed the Declaration which requires trash receptacles to be enclosed in a trash enclosure. The argument being made by a few homeowners is that recycle bins are not trash receptacles and that they should not have to be enclosed as such. Mr. Roets made a motion to encourage recycling with Republic Trash Service in the POA and inform the residence they must keep the recycling container in the trash enclosure or pull it back into the garage the same day. Caveat: residents may put the can out the night before and will not be in violation unless it is left out up to two days after pick up. Mr. Yoder seconded the motion. The motion passed. Mr. Roets asked for an article to be in the AP regarding the discount with Republic Trash Service. Mr. McDorman brought to the attention of the Board the fact that Republic is not offering recycling in Porto Cima.

Ms. Miller will provide the Board with a revised scope of services for Owner Services at the December meeting.

Per the request of the Board, Ms. Miller will schedule a marketing strategy specifically related to increased new home construction meeting with the Marketing Specialist.

**C) Policy Resolution – Signs on docks:** The resolution was approved.

**VI. NEW BUSINESS:**

1. **Permit fees:** Mr. Yoder presented the Building Permit study he completed (excluding water and sewer). Ms. Jones will present this to the Village Trustees for review.
2. **453 PP3 – Water Utility Concern:** A homeowner wrote an informational letter to Ms. Miller to inform members there may be unknown water damage to their property. Mr. Roets feels it is not the position of the POA to take any action other than having the information. Ms. Jones went to the water district meeting; they are aware of these concerns and are discussing this issue. Ms. Bustin asked Ms. Miller to draft a letter to the water company and include the homeowner’s letter.
3. **Swim and Tennis Club Swimming Pool – re plaster bid:** Swim and Tennis Club Swimming Pool has $15k in reserves for replacing the plaster. Mr. Mitchell has obtained two bids: Vaughn Pools and ASP. Both companies recommend replacing the tiles while replacing the plaster, however, the tiles are not deteriorating at this time. Ms. Miller disclosed to the Board that MAM is the owner of ASP. Ms. Cason made a motion to accept Vaughn Pools contract, omitting the tile portion, for replacement of the plaster on the Swim and Tennis pool. Mr. Yoder seconded the motion. The motion passed.
4. **Resolution – 2017 Assessments:** Ms. Cason made a motion to approve the resolution for 2017 Assessments. Mr. Roets seconded the motion. The motion passed.

**VII. COMMUNICATIONS:** Mr. Roets shared there is a new website with a new feel and video capability. He thanked Management for saving the POA money by creating the website in-house instead of paying an outside vendor.

Mr. Roets asked that Village Trustee monthly meetings be added to the monthly POA calendar.

He also asked that the Shawnee Bend Meeting Room be put on FaceBook and the website.

Ms. Cason made a motion to move the meeting into Executive Session. Ms. Moe seconded the motion. The meeting moved into Executive Session at 10:55 a.m.

**VII. ADJOURN:** Ms. Cason made a motion to adjourn the meeting. Ms. Moe seconded the motion. The meeting was adjourned at 12:37 p.m.

Respectfully Submitted,

Heidi Altman, Recording Secretary