**Lake Ridge HOA Board Meeting Date: July 5, 2022**

***Location:*** Johnson Realty in Orem, UT

***Time:*** 5:30 PM

***Board Members Present:*** Evelyn Johnson, Jared Christensen, David Rothe, Marlene Lee, Daniel Lubben

***Board Members Absent (Excused):***

***Board Members Absent (Unexcused):***

***Quorum Present (y/n): Yes***

***Others Present:*** *Liz Craig*

***Call to Order:*** The meeting was called to order by Evelyn Johnson

1. HOA Management
   1. Liz will send a proposed agreement by the end of the week for the board to take a vote. This will give Liz the authority to manage and make decisions on behalf of the HOA
   2. Any decision that results in a transaction or agreement greater than $500 will require immediate approval from the board.
   3. A quarterly financial audit will be performed by a board member to ensure a second set of eyes is visible to the books.
2. Garbage Collection
   1. Waste Management – we continue to be abused by overages. We’re considering a switch if we can figure out how to escape our current contract.
3. Xfinity (Comcast) – We missed the June 1st deadline to change our contract, but they are letting us commence the new contract effective August 1st. This new contract will terminate cable and only provide internet at a higher bandwidth.
4. FHA certification
   1. Renewal is due in February/March of 2023
   2. In order to keep this status, we need to enforce owner occupancy on new units. To add this requirement to the bylaws, we need to adopt an amendment by the shareholders.
   3. We should use an attorney to draft this amendment to the bylaws and the benefits of adopting this amendment
5. Common area projects
   1. Landscape projects
   2. Asphalt improvements
   3. Retaining wall blocks
   4. Pest control contract
6. Annual HOA meeting
   1. To be held on Saturday August 20, 2022 at 8am at Johnson Realty
   2. Review financials
   3. Comcast Contract
   4. Board Election to replace Evelyn and Jared
7. Payment to David Rothe for siding repairs

Action Items:

1. Send management contract draft to Board – Liz
2. Switch from Buffos to new company – Liz
3. Prepare notification for annual meeting – Liz
4. Resolve Waste Management conflict – Liz/Evelyn
5. Contact attorney to draft amendment to By Laws – Liz
6. Research how much is owed to David Rothe for siding repairs – Evelyn

Meeting adjourned at 7:00 PM