



Board Meeting Minutes - Tuesday, June 17th, 2025

Attendees

Gretchen Peterson, President
Vickie Fugazzotto, Treasurer
Carin Tio, Director
Jesse James, Director
Barb Berken, Secretary

Meeting Call To Order:

Meeting Called to Order at 7:08 pm CST

Agenda

1. Approval of May 21st, 2025 Board Meeting Minutes

Motion:	Motion made by Jesse James to approved the minutes
Second:	Carin Tio
Discussion:	No changes - No amendments
Action:	Motion Passes

2. Preparation for the June Special Election Meeting

- a. Reviewed materials prepared for the election meeting
- b. Discussed concerns brought up during the May 3rd, 2025 Annual Meeting

3. DoorKing Discovery Call Options for Software

- a. Current state - modem to modem only - this is why we have to go to the lakefront and the software is only on one computer. This limits the ability to provide adjustments needed for keycards to one board member.
- b. Two options available:
 - i. Data over IP - requires internet connection at lakefront - This gives us cloud access that any board member can access from any PC or Phone to activate - unlimited transfers - Requires installer to come and install a converter in our gate box.

- ii. Cellular Option - uses cell phone signal - Cost - \$34.95/mo limited to 60 transfers a month, transfers is defined as any interaction with the gate from the software
 - iii. Have technician coming on Thursday, June 19th, 2025 to provide quote of the options.
- 4. Cameras at the Common Area - Beachfront
 - a. Need to provide solar power to cameras, batteries are not lasting. There are four cameras, two already have solar panels, and need to purchase two more panels for the other two cameras.
 - b. Cost for Spypoint solar panels - \$119.99 each on Amazon
 - c. Need to upgrade the Spypoint Plan - unlimited photo transmission plan

Motion:	Motion made by Gretchen Peterson to approve the purchase of the solar panels and the package with Spypoint
Second:	Barb Berken
Discussion:	No changes - No amendments
Action:	Motion Passes

Old Business - Last Meeting Follow-up

- 1. Transition of records from previous Board Members
 - a. Still working to retrieve records

Officer Reports

President Report:

- 1. Discussed access with keys received and determined which keys work.

Treasurer Report:

- 1. Shared process for expense reimbursement and forms used for approval to have dual control and approval.
- 2. 'Wins'/accomplishments to date
 - Bills paid
 - Treasurer's bin
 - Cash in bank
 - Vendor files
 - New and improved accounting forms
- 3. Work-in-progress (Discovery)
 - Understand existing record keeping system (ledgers, journals, registers)
 - Understand existing accounting/financial controls
 - Understand tax/government compliance requirements
 - Understand/improve financial reporting requirements
 - Capital budget for this year
- 4. Expectations from Treasurer on report

Secretary Report:

1. Received communication from homeowner regarding installing cameras at the Common Area - homeowner offered to do a quote.
 - a. Due to Board transition - reach out to the homeowner and connect for next year to have a presentation regarding camera install.
2. Reviewed 'electronic' records received in Google Drive of Lakewood Association secretary communications.

New Business

1. Keep on the Old Business to have early discussion for consideration of dues increase. Concerns around the multiple years consecutive of dues increase without identifying need for additional costs.

Notes

- Board Meeting Cadence - meet monthly

Action Items

1. Need Board Member pictures and biographies for the Website
2. Meet with electrician at the gate for converter and cloud access options

Adjournment:

Motion:	Motion made by Carin Tio to adjourn.
Second:	Jesse James
Discussion:	No changes - No amendments
Action:	Motion Passes

Meeting adjourned at 8:38 pm CST

Submitted by:
Barb Berken
Lakewood POA Secretary

Minutes Approved: June 26th, 2025 - Majority