

**Lake Jeanette Association, Inc.
Board of Directors Meeting
Thursday, November 12, 2020**

MINUTES

Board Meeting conducted remotely to comply with mitigating the spread of the virus COVID-19 during this world-wide pandemic. Directors joined the meeting using Zoom set up by the Board Secretary, Jory Marino.

CALL TO ORDER: 6:05 pm by Dixon Johnston, LJA President

NEW BUSINESS:

1. **October Financials:** Distributed to the Directors via email on November 5, 2020 for review.
 - a. Aprio – Balance Sheet, Income & Expense Statement, Statement of Cash Flows, General Ledger, Pre-Paid Dues Report, A/R Past Due Report, Checking Account Statement, Reconciliation of Bank Account
 - b. RMA Working Budget Spreadsheet with detailed line item tabs
 - c. RMA Marina Rental Summary

Motion: Robin Stiles made a motion to approve the Financials and Reports as submitted and to include the Balance Sheet in the Annual Business packet that will be mailed to each member's address on file and posted on the Association's website.

Second: Jory Marino

Vote: Unanimously passed

2. **2021 Proposed Operating Budget for Board Approval:** Roskelly Management prepared the 2021 operating budget and distributed to the Directors via email on November 5, 2020 for review and consideration.

Motion: Jim Blakeley made a motion to approve the 2021 Operating Budget for submission to the Membership for Ratification in Accordance with the Planned Community Act, and further, that the budget be mailed to the membership in the Annual Business packet and posted on the Association's website <https://www.ljvillages.com/minutes>

Second: Robin Stiles

Vote: Unanimously passed

3. **Nominating Committee:** A Board member serves as the Chair of the Nominating Committee and the remaining two members of the committee are appointed by the Board from the membership. James Blakeley, Director was appointed to serve as Chair of the Nominating Committee at the Board's October meeting. The following two members volunteered to serve on this committee and require appointment by the Board.

Member: Sharon Dameron, Cape May

Member: Richard Stange, Northern Shores

Motion: Jory Marino made a motion to appoint Sharon Dameron and Rick Stange to the Nominating Committee.

Second: Robin Stiles

Vote: Unanimously passed

4. **RMA Annual Property Report for Mailing to Membership with Annual Business Notice:** Roskelly Management Associates prepares a detailed annual property report each year that includes information relating to the following categories:

- Overview of the Association
- Purpose of Assessments
- Percent Dues Per Village
- Home Sales as of November 6, 2020
- Lake and Buffer Zone Violations
- Marina Operation Financial Analysis
- Dry Dock Boat and Bulk Storage Facility
- Maintenance of the Property and Facilities
 - Table of Insurance
 - RMA Contact with Public Authorities
 - General Maintenance Detail
 - Electrical Maintenance & Repairs
 - Boat Maintenance & Repairs
 - Tree Removal
 - Wildlife Management
 - Docks and Gazebos
 - Trail System
 - Low Voltage Lighting
 - Irrigation Systems
 - Duke Energy Meters
 - Legal Expenses
 - Vandalism
- List of Assets Scheduled for Maintenance & Reserve Funding

Motion: Tom Weiss made a motion to approve the Annual Property Report for posting on the Associations website.

Second: Jory Marino

Vote: Unanimously passed

5. **Request for Sidewalk:** The City of Greensboro will install a 5 foot Sidewalk with 3 foot grass strip on the east side of Bass Chapel Rd. from existing sidewalk near Swim and Tennis Club to Levelwind Lane. Roskelly Management requested the installation of this sidewalk in January 2020 and the City has agreed to install.

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:35 pm.

Respectfully submitted, Deborah Roskelly, Property and Operations Manager
Lake Jeanette Association, Inc.

Approved by Jory Marino, Secretary Board of Directors on November 13, 2020.

Approved by the Board of Directors for Posting on November 14, 2020.