

LANCASTER
BOARD OF DIRECTORS MEETING

Minutes

Monday April 13, 2020

9:00 a.m.

Zoom Meeting due to coronavirus

1. **Call Meeting to Order:** 9:10 a.m.
2. **Establish Quorum Present:** Dr. Virginia Scigliano, Mr. Choice Edwards, Mr. Robert Hughes, Ms. Dolores Thomas, and Mr. Steve Unger
3. **Proof of Notice:** Residents were mailed the agenda for the meeting on March 1, 2020; Residents also received an eblast reminder of the meeting on Monday April 6, 2020. Notice was posted at the Clubhouse on Tuesday April 7, 2020 and signage at the entrance to Lancaster on Wednesday April 8, 2020.
4. As a matter of law the Reorganization Meeting regarding election of officers was reset to the July 6th, or earlier if possible, Members Annual Meeting.
5. **Approval of Minutes:** (March 9, 2020) **Motion** by Mr. Unger to approve the minutes with corrections consistent with Mr. Edwards' request to clarify the acronyms NOC (Notice of Commencement) and DTE (Down to Earth) Second by Ms. Thomas. Passed unanimously.

6. Reports:

Treasurer's Report: (Mr. Hughes). All bills are current. Finances in the black.

Committee Reports were submitted in writing and follow:

Master Board Committee & Liaison Reports

- Master Board Director Report: (Dolores Thomas) Eblasted March meeting information to neighborhood.

Lancaster Committee & Liaison Reports

- Architectural: NARC/ACC Requests & Approvals :(Lou. Halter; Tim Cronin; John Lawson; B. Pamplin (Alternate): Three applications approved. Copy attached.
- Lancaster Website:(GeekItDown, Tom Lundy) Secretary Ms, Thomas continues her regular work with Mr. Lundy to upload new information and documents. Website is current.
- Land Maintenance Monitoring & Landscaping: (Helen Bohannon; Dolores Thomas): Memo sent to all residents regarding scope of responsibility by lawn maintenance vendor. Ms. Bohannon continues to work with Lawn and Order and appreciates everyone's patience.

Lancaster website: <http://lancasterkr.com/>

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- Welcome: (Susan and Bob Pamplin): All new residents except for one that was not at home have been contacted and welcome packages given to those residents and one left for a resident not at home at the time.
- Entertainment/Activities: (Helen Bohannon; Linda Cronin; Chris and Kay Weiss; Susan and Bob Pamplin): No party plans at this time until virus restrictions are lifted.
- Neighborhood Emergency Preparedness: (Choice. Edwards): No report. Stay Home. Practice special distancing. Enhance social networking. Wash your hands. Disinfect surfaces.
- Decorations: (Linda and John Lawson): The Lawsons continue to go beyond the call of duty and the recent Easter decorations at Lancaster entrance were an example of their hard work and so enjoyed by everyone.
- Mulch: (John Lawson; John Muro; Don Hulin): Special appreciation is extended by the Board to Mr. John Lawson and the committee members and residents for their spreading of the mulch and saving residents considerable expense. So appreciative of their efforts regarding all aspects of obtaining, spreading and keeping the costs as low as possible.

7. Old Business:

Report: Ms. Thomas has received about 50% of the required insurance forms from residents. Reminder will be eblasted to residents.

Lancaster rules. **Motion** by Mr. Edwards to adopt and/or update rules 3.1;3.2;4.4;4.5;4.7;4.10, Second by Ms. Thomas. Passed unanimously. Rules will be forwarded to Mr. Lundy to be posted on Lancaster website. The rules will also be sent for update to the Blue Water website.

8. New Business:

Action: Approve updated Homeowner's Certificate of Insurance Form. **Motion** by Mr. Hughes to approve the updated form, Second by Dr. Scigliano. Passed unanimously.

Action: Approve nuc pro tunc March 19, 2020 the President's signing and forwarding for mailing 1120-H Income Tax Return for Lancaster HOA. **Motion** by Mr. Hughes to approve. Second by Dr. Scigliano. Passed unanimously.

Motion by Mr. Edwards for emergency powers to be given to the President Scigliano to make unilateral decisions during the coronavirus. Second by Mr. Hughes. Passed unanimously.

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9. **Open Forum:** Mr. Chris Weiss reminded everybody that residents must follow the ACC rules and the new rules of Lancaster which are more restrictive. Mr. Lou Halter also stated that the mulch area around the lanai **MUST BE** mulched. Ms. Kay Weiss asked that meetings be held via ZOOM and Ms. Bernadette Dubuss echoed that sentiment.

10. **Establish Date for Next Meeting:** Zoom BOD Meeting May 11, 2020 at 9:00 a.m.

13. **Adjournment: Motion** by Ms. Thomas to adjourn at 9:58 a.m. Second by Mr. Unger. Passed unanimously.

Respectively Submitted: Ms. Dolores Thomas, Secretary

Approved: May 11, 2020

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