



*Property Owners Association*

LANTERN HILL BOARD OF DIRECTORS MEETING MINUTES  
**November 18, 2020**

MEETING LOCATION: VIA ZOOM (VIRTUAL)

1. Call to Order: **9:00AM**

2. Establishment of Quorum

**Attendees: John Wolff (Secretary), Scott Neilson (Treasurer), Stephanie Pappas Gentilin (President)  
Michael Klein / Continental Property Management (CPM)**

3. Review/approval of previous meeting minutes (if available)

a. Need to be completed

**Action Taken: None**

6. Financials Review/Update

a. Financial report as of October 31, 2020 was reviewed and approved

b. Collections report was reviewed and discussed a few Woodbridge and Lantern Drive

c. Invoices were reviewed

**Action Taken: Invoices approved. Sending a letter to Woodbridge about their payment violation and outstanding balance.**

7. Old business

a. Footbridge Constructions- Requested bids from 5 contractors. We have received 2 bids while one company has declined to bid. Still holding out for at least a 3<sup>rd</sup> bid before moving forward with a decision. Confirming with contractors their availability and completion timeline of project.

**Action Taken: None**

8. New Business

a. No new business

**Action Taken: None**

9. Architectural requests

a. Woodbridge: Seeking preliminary consideration on a structural request before paying for an engineer to draw up actual design. Not an official submission. Seeking to relocate rear entrance and close up a rear window. Approved the door denied the rear window

b. Edison: Landscaping request submitted

**Action Taken: Woodbridge was approved for the rear door replacement and denied the removal of rear window. Edison's landscaping request was approved.**

10. Homeowner Correspondence
  - a. Report of trash violation by Woodbridge

**Action Taken: Letter to be sent to Woodbridge specifying their trash violation along with letter to community outlining precautions as we enter the winter season.**

11. Homeowner Violation & Maintenance log
  - a. Board reviewed current violations and CPM letters to homeowners

**Action Taken: None**

12. Scheduling of next LH Board meeting **-12/16/2020 at 9:00AM**

13. Meeting adjourned – **10:00**