**DLPOA Board Meeting Minutes**

**Aug 14th, 2019 – 7:30 pm At DLPOA Riding Ring (85 Buckskin)**

**board: A. Power, B. Farrokh-Siar, J. Zack, J. Jacobson, V. Muse, J. Litchfield, L. Hoyne**

**Audience: Joe Litchfield, Suzett James, AJ Poulin, Kirsten Poulin, Kelly Yates, Sheela Deraniyagala, Lusan Deraniyagala, Sam Sika, Mason Miller**

1. **Call Meeting to Order –** 7:40 PM
2. **Prior Meeting Minutes –** No prior minutes to approve as secretary was absent at last meeting due to death in the family.
3. **Treasurer’s Report –** J. Zack presented treasury report showing $53K currently in our checking account. Approximately 10 additional dues arrived since last meeting along with some additional fence donations checks. Report approved.
4. **New and Recurring Topics / Follow-up Items:**
	* 19 Dapplegray Labe- Trail Access – New owner Sheela Deraniyagal who purchase the home last year informed us that City has deemed tennis court in back yard out of compliance. In order for the property to be in conformance with allowable lot coverage , she can only keep 25% of tennis court. Her plan to improve backyard includes removing tennis court and replacing it with a pool. Contractor who was also in attendance with her, requested use of the Circle bridle trail behind property in order to remove house demo/foundation/Jacuzzi and tennis court. His Material Export Plan estimates 12 loads using a 10 wheel 12CY truck in addition to 24 loads using a 5CY dump truck. (Planning commission's Staff report refers to the removal of 192 cubic yard of materials and 6 cubic yards of fill for imports). Last week when small excavator was brought in the neighbors fence and plants at 17 Dapplegray were damaged. The Board reiterated their opinion that the trail is not built to handle this type of heavy equipment and trail use is strictly for equestrian use - not construction. Home owner needs to find alternate solution for cement removal through their own front yard and street. Contractor requested we send him a letter that he can forward to city indicating our refusal to allow heavy duty trucks access on horse trail. President will write letter indicating that no use of trail will be authorized by DLPOA which will be e-mailed to contractor. In the meantime we did grant access to remove the small excavator from the back yard on the approved equestrian trail vehicle day; Wed or Thursday only. Planning Commissions Staff report also indicates that home owner is required to find alternate work methods if DLPOA will not agree to use of trail. In addition home owner is obligated to provide written authorization from the DLPOA in order to utilize trail. No such authorization will be given.
	* Lanes Security Committee Update – B. Farrokh-Siar reported the newly formed security committee had a successful first meeting that attracted 9 members; Grant Mogford, Julie Hatch, Fred Hatch, Brian Marshall, Jason Beck, Keith Kelley, Suzette James and Kelly Yates. The committee will provide an article for Hoofbeats with tips on how to keep our neighborhood safer. They will review all names currently part of the Dapplegray Lanes Facebook page to ensure participants are indeed neighbors, relatives and/or borders currently members of our community. Plan for outreach between members and borders to make everyone familiar with each other.
5. **Committee Reports:**
	* Ring Committee - K. Yates reported we currently have 21 resident ring members along with 25 non-resident family members. The 2 recent fun nights were very successful where 25 riders participated the first night and 10 came the second night. All arenas are now fully locked. The person running an illegal business out of the small round pen has quit showing up since locks were repaired. Sprinklers have also been fixed and go off every morning. A list of current ring members will be posted so everyone will know who the members allowed to ride in ring are.
	* Architectural Committee – J. Litchfield reported the remodel at 12 Buckskin needs rood adjustment to adhere to city code. Owners at 69 Dapplegray started building a retaining wall behind their property which was infringing on the trail behind. City has put a stop on their work. Wall needs to be on their property not on trial.
	* Welcoming Committee – AJ Poulin reported only new neighbors that have moved in since last month are renters at Mrs. Bakers old house at 19 Buckskin and Tieman's old house at 66 Buckskin . 4 Dapplegray is still empty since renters moved out. Fitzhugh's house on 6 Sorrell sold but we don't know who the new owners are yet. They will be welcomed soon.
	* Membership Committee – Nothing to report.
6. **Calendar Review:** Next meeting will be held at community center Sep 4th.
7. **Audience Discussion / Concerns –** Board decided to move Santa's visit to the Lanes from Sunday Dec 15th to Sunday Dec 22nd due to school being out.
8. **Adjournment** 8:50 PM

**Board Duties & Calendar Reminders**

**December:**

* Select Executive Officers
* Update Bank Signatories via Board Resolution
* Update Board Contact Information on Website
* Update Board Contact Information with City of Rolling Hills Estates
* Update Board Contact Information with DLPOA Insurance
* Pay Property Taxes – 1st Instalment

**January:**

* Review Annual Budget
* Solicit Suggestions for Capital Improvement Projects for New Fiscal Year

**February:**

* Approve for Capital Improvement Projects for New Fiscal Year
* Confirm Horse Show Dates and Volunteers

**April:**

* Pay property Taxes – 2nd Instalment

**May:**

* Review and Approve Annual Dues Amount & Notice
* Confirm Summer Barbeque Date

**June:**

* Distribute Annual Dues Notice

**July:**

* Compile Fiscal Year Financials for Federal Tax Return

**August:**

* President to appoint Nominating Committee
* Publish number of board seat openings in Hoofbeats and solicit interested members
* Make initial contact with LA County Sheriff Office to obtain Halloween security detail

**September:**

* Confirm eligibility of Nominating Committee recommendations
* Publish election date and Nominee’s in Hoofbeats
* Confirm LA County Sheriff Office Halloween security
* Reserve RHE City Hall facility for November Election and provide proof of insurance to RHE

**October:**

* Re-Publish election date and Nominee’s in Hoofbeats
* Confirm volunteers for Halloween Security