

MINUTES OF POA BOARD MEETING,
FEBRUARY 11, 2010

BOARD MEMBERS PRESENT

Gordon Ackley, Jill Notter, Joe Geise, Joseph Pollard, Kitty Kesler, Absent: Ken Palumbo, John Van Dusen, and Mike Whitwam

Grounds: Joe Geise, An audit of the vacant lots maintenance program was conducted and a map will be provided to the maintenance crew pointing out which lots are to be maintained by the lot owners.

Clubhouse: Jill Notter, A revised Clubhouse reservation policy was discussed and adopted (see attached)

ASC: Gordon Ackley (reporting for Mike Whitwam), The ASC has approved the construction of a new home on Lot P1-023 Clubhouse Dr. We currently have three homes under construction.

CSC: Kitty Kesler, The CSC is continuing to monitor neighborhoods with notices being sent for non-compliance to the Covenants. The CSC is looking for volunteers to assist them in this effort.

Three members of a Lockwood Folly family had requested a meeting with the Board with regard to the lawn maintenance in their area (specifically raking of leaves). They had brought up the subject months before and threatened to withhold POA dues unless the Community Standards Committee (CSC) would enforce what these members referred as rules of the Lockwood Master Declaration of Covenants. In September 2009 they opened an escrow account in the amount of the POA dues, stating that funds would be released upon proof that action be taken against LFCCI and/or property owners who were violating covenants on property maintenance. The CSC chairman had met with them in the early summer and found some leaves that were on the ground but the trees were mostly green and will continue to fall as weather grew colder.

In their area, many of the homes are vacant or being rented by the owners, with little care for the effect on the residential homes that they surround, in addition leaves are regularly blown from the golf course by the maintenance people.

Letters will be sent to the absentee residents addressing the issue.

Withholding POA dues in escrow does not constitute legal payment of dues. Their dues must be paid by February 28, 2010 or interest and penalties would be added.

Community Center: Gordon Ackley, A motion was made, seconded and approved to spend the necessary funds to make application to the USDA Rural Development for grant/loan funds for the proposed Community Center.

Meeting adjourned 4:00 PM

Submitted by Joe Pollard

Lockwood Folly Property Owners Association 2009 Administrative Procedure Manual

SECTION 6 - Clubhouse Operations

1. Use of Clubhouse Policy

- a. Use of the Clubhouse is restricted to Lockwood Folly property owners, community organizations and LFCCI organizations. The clubhouse is a limited resource, and until more adequate facilities are provided for, members must understand that scheduling conflicts will occasionally occur. **Conflicts can be minimized/resolved if members follow proper and timely Clubhouse reservation procedures.**
- b. Monthly calendar scheduling sheets control Clubhouse scheduling and are kept in a three-ring binder in the credenza outside the Pro Shop. **Reservations must be made a minimum thirty (30) days in advance of any event to allow for mediation of any conflicts.** Follow the instructions on the cover of the binder.
- c. In the event of a scheduling conflict, the parties are encouraged to work out an amicable compromise arrangement. If no agreement can be reached, the clubhouse director will arbitrate and set the schedule. The clubhouse director's decision is subject to appeal (in writing) to the POA Board, however, appeals must be requested at least 15 days prior to the scheduled event to allow the board to mediate. Otherwise, the clubhouse director's decision is final.
- d. It is recognized by the POA Board of Directors that there are certain group meetings held in the Clubhouse that discuss confidential information or require privacy. Therefore, the POA board will permit closed meetings for the following functions: selected POA board meetings selected POA committee meetings, selected charitable events and selected LFCCI Board meetings. (Any other POA member organizations with confidentiality or privacy requirements should apply to the POA BOD.) The POA Clubhouse schedule will indicate these meetings by including the word CLOSED in the reservation book.
- e. Clubhouse rentals for private events will be permitted by POA members or members of their immediate family only (see instructions below), and rentals will be controlled by the POA Board Director for Clubhouse Operations
- f. For POA/community or LFCCI events, one of the organizers must fill out and sign a Clubhouse Reservation Agreement (see attachment) and return it to the LFPOA Board Director for Clubhouse Operations. Reservation Agreements are not required for meetings or weekly activities. Use of the Clubhouse does not include use of the Fitness Center or the pool deck area.
- g. For Clubhouse rental events, the sponsoring POA member must fill out and sign a Clubhouse Rental Agreement (see attachment) and return it with his/her reservation deposit (specified by the Clubhouse Director) to the Clubhouse Director. Rental of the Clubhouse does not include rental or use of the Fitness Center or the pool deck area. The POA sponsors are responsible for their guests' behavior and for any damage to or loss of Clubhouse property. The POA sponsors must be in attendance for the duration of events including set-up and clean-up.

2. The Lockwood Folly Artists group has ongoing exhibitions in the Clubhouse. If you want any artwork taken down for your event, please contact Diane Perry (842-7460), Jan Kelley (842-1978) or Michelle Verhoosky (846-3535).

3. The Clubhouse cleaning procedures for events which do not include contract cleaning are posted in the kitchen and must be followed.

4. Penny Maids is under contract to clean the Clubhouse.

5. Al Fulford Heating and Air Conditioning is under contract to serve the Clubhouse HVAC systems twice a year or as necessary. Filters are changed monthly. The temperatures in the Clubhouse and the Fitness Center are controlled by preprogrammed thermostats. Instructions for their use are posted by each thermostat. Clubhouse users should not touch the FAN-SYS button on the thermostats.