



DAPPLEGRAY LANE PROPERTY OWNERS ASSOCIATION
85 BUCKSKIN LANE ROLLING HILLS ESTATES CA 90274

DLPOA BOARD MEETING MINUTES
OCTOBER 4, 2023 – ZOOM

ATTENDEES:

BOARD: KAREENA DONG, CHRISSEY MEISTERHEIM, JULIA AMBROSE, ADAM BUCKMAN

Approve Prior Meeting Minutes – The September Board meeting minutes were approved by Adam and Chrissy

Meeting called to order at 7:33pm

1. Treasurer's Report:

- Current Balance of \$64,000
- \$18,000 Income (Membership, Non-resident Membership, BBQ)
- \$12,000 Expenses (BBQ, Maintenance, Misc.)

2. New and Recurring Topics/Follow up:

- Summer Barbeque
 - Such a great turnout!
 - Thank you to Babak for spearheading the event.
 - Expenses totaled \$17,000 and we collected about \$6,500
 - Takeaways:
 - BBQ was awesome! The food was awesome.
 - Helpers: Thank you for everyone who made it successful!
 - The decorations were beautiful!
 - Proposed Improvements:
 - We Overordered the Food
 - We want to mix it up with a new band next year
 - Potentially reduce Kids Price
- Halloween
 - We are working with the Sherrif department to get the resources for the night of.
- Street Pavement
 - This crew has been doing much better.
 - Please provide feedback if you need anything.
- Widening of PV Drive North
 - The project has been tabled for now.
 - Thank you to all of the neighbors who contributed to voicing your concerns and attended the city meeting.
- Horse Hoedown
 - October 22nd - Starts at 9am
 - There will be lots of activities that are horse and non-horse activities
 - Face Painting/Crafts/Stick Horse Race
 - Burger lunch will be served around 11:30am
 - Whiskey Tasting Station
 - More information in the Hoofbeats!

- Elections
 - The elections will be held at our Annual Board Meeting at City Hall on Nov. 8 at 7pm
 - 3 Open Positions on the Board
 - Proxy / ballot in your Hoofbeats
 - Come out to support Adam Buckman, Babak Farrokh-Siar, Season Pollock, Jack MacNamara

Committee Reports:

- Security/Safety:
 - Nothing to Report
- Ring Committee
 - There will be a little work done on the exterior with the new tractor.
- Architectural Committee
 - The committee will be adding information re: Architectural Committee in the next Hoofbeats
- Trail Committee
 - Not too much to update
 - Lots of Maintenance needs to happen
 - Been dealing with issues as they come up (i.e. trees following down)
- Welcome Committee
 - No update
- Membership Committee
 - No update
- Events Committee:
 - Halloween is coming up!
 - Holiday Party – Confirming a date soon!
 - The Buckman’s will be hosting (Dec 1 or 2nd)
- Communication Committee:
 - There is one open interview

Next Meeting – November 8th, 7:00pm

Adjournment – 8:01 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:

- Solicit Suggestions for Capital Improvement Projects for New Fiscal Year

February:

- ~~Review Annual Budget~~
- Approve for Capital Improvement Projects for New Fiscal Year
- Confirm Horse Show Dates and Volunteers

March:

- Review Memberships for Quickbooks

April:

- Pay property Taxes – 2nd Installment

May:

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

June:

- Distribute Annual Dues Notice
- 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