



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

**DLPOA BOARD MEETING MINUTES
SEPTEMBER 6, 2023 – COMMUNITY CENTER**

ATTENDEES:

BOARD: KAREENA DONG, CHRISSY MEISTERHEIM, JULIA AMBROSE

Approve Prior Meeting Minutes – The August Board meeting minutes were approved by Julia and Chrissy

Meeting called to order at 7:36pm

1. Treasurer's Report:

- Current Balance of \$57,435
- \$6,175 Income
- \$6,020 Expenses

2. New and Recurring Topics/Follow up:

- Summer Barbeque
 - Communication has been sent to the neighbors.
 - We are assuming roughly the same headcount as last year.
 - A Signup Genius will be sent out for setup and cleanup help!
 - We discussed how we can mitigate the cleanup proactively by hiring the night time helpers for extra time or have high school kids assist
 - We are going to order a 3-yard dumpster
 - Same price for members and guests: \$50 / adult and \$25/kid
- Horse Playdate
 - Sunday, October 22nd
 - 12pm – 5pm
 - More info will be provided in October Hoofbeats
 - Horse and Non-Horse Activities will be available
- Street Pavement
 - The Pavement project is underway and the signs will go up along the streets regarding access and areas where residents/visitors can't park
 - The project will take approximately 3 weeks
- Arena / Trail Maintenance
 - The leaks have been repaired.
 - The tractor lease is in the works.
- Front Entrance
 - No Update
- Elections
 - The elections will be held at our Annual Board Meeting at City Hall on Nov. 8

Committee Reports:

- Security/Safety:
 - Nothing to Report
- Ring Committee
 - Nothing to Support
- Architectural Committee
 - Roof at 4 Sorrel was installed without approval or permit
 - We need to update HOA preferences on the City's documentation
- Trail Committee
 - Same updates as above
- Welcome Committee
 - No Update provided
- Membership Committee
 - No updates
- Events Committee:
 - Summer BBQ is coming up!
- Communication Committee:
 - We have a couple of interviews that need to be conducted with new neighbors

Next Meeting – October 4th, 7:30pm

Adjournment – 8:02pm

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