



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

**DLPOA BOARD MEETING MINUTES**  
**MARCH 1, 2017 7:30PM AT 85 BUCKSKIN**

**BOARD: LISA PEARCE, JASON GALLIEN, JEANETTE JACOBSON, MELISSA MACCRACKEN, JENNY LITCHFIELD, JENNY ZACH - AUDIENCE: NONE**

- 1. Call Meeting to Order – 7:45pm**
- 2. Prior Meeting Minutes APPROVED**
- 3. Treasurer’s Report – None. Jenny Good had a question re: BBQ expense-resolved**
- 4. Recurring Topics & Follow-up Items:**
  - Drainage Projects – Committee Update – No report tonight- Next meeting
  - Beautification of entrance at Dapplegray – Lisa contacted Greg Grammar at the City to find out about contract with Bennet. No reply yet. Lisa will email response to the Board.
  - Easter Egg Hunt – 4/15. (The day before Easter and the Saturday before Spring Fling which is 4/22) Motion for provisional budget of up to \$500 APPROVED
  - Phone Book Update – TBC

**New Topics:**

- Spring Fling – Preparations underway.

**5. Committee Reports:**

- Ring Committee
  - Ring Equipment Maintenance
  - Ring Conditions & Expenditures – Plans for meeting re proactive budgetary future –
- Architectural Committee – Last house on Buckskin not conforming to CCR Color scheme. Committee needs to notify them.
- Trail Committee - **Clean up day March 18 for volunteers** (John will also be working on the trails the 17<sup>th</sup>)
- Welcoming Committee
- Membership Committee

**6. Calendar Review:** Confirm Next Meeting Location & Date

**7. Concerns -** Discussion about having closed Board meetings before opening to the public. Discussion of having Board be trained to back-up camera surveillance. Motion APPROVED

**8. PROJECT LIST –** Fence around ring and Trail Grading (with rented tractor). Motion to approve an additional \$600 IF NECESSARY for trail improvement APPROVED

**9. Adjournment** (not later than 9:15) NEXT MEETING APRIL 12<sup>th</sup> at Jenny Litchfield’s on Dapplegray Lane.

10.

## **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 – 1<sup>st</sup> 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 – 2<sup>nd</sup> 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