



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

DLPOA BOARD MEETING MINUTES
AUGUST 2, 2023 – COMMUNITY CENTER

ATTENDEES:

BOARD: BRIAN LITTLE, ADAM BUCKMAN, KAREENA DONG, CHRISSEY MEISTERHEIM, JOE LITCHFIELD, JULIA AMBROSE

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

Meeting called to order at 7:33pm

1. Treasurer's Report:

- Current Balance of \$57,051
- \$10,750 Income – Membership
- \$2,300 Expenses – Trail Maintenance + July 4th Reimbursements

2. New and Recurring Topics/Follow up:

- Front Entrance Project
 - There is no update as we are still waiting on bids. We discussed the potential of adding a drip system to the scope
- Street Repavement Project
 - There hasn't been an additional update from Wahba, but the project is projected to start/finish the first couple weeks of September
- Trail Maintenance
 - 8 Sorrel - We discussed the easement issues across the lanes, to include 8 Sorrel, where a fence and tree lie within the easement. The fence location was there prior to the recent purchase of the property and the board has agreed that although this is not ideal we will not pursue any action regarding this.
 - Tractor Rental
 - We discussed the potential opportunity of subleasing a tractor for trail maintenance
 - Mike and Joe would be the individuals permitted to drive the tractor
 - The lease would cost \$1,800
 - Julia proposed a motion to approve the tractor agreement. Motion approved and seconded by Brian
- Summer Barbeque
 - We will have the same band as last year
 - Jeff M. will be cooking the meat
 - Rough pricing for guests (\$50/adult and \$25/child)
 - Brian made a motion to approve the budget and Julia seconded and approved the motion.
- Surveillance / Cameras
 - We discussed whether it would be beneficial to have surveillance. It was agreed upon that it would be nearly impossible to catch anyone in the act of doing something with lots of entries and exits into the neighborhood
- Wifi
 - We discussed the possibility of dropping cable for wifi down at the community center

- Jason to contact Cox to see if 85 Buckskin is now registered as an official address that can receive service
- Bench at end of Buckskin
 - We would like to restore it as it has been graffitied on
 - Kareena to ask Ryan for BS contacts to assist with the project
- Coyote Issues
 - Babak will share details about the city plan to remove them, as they are back in large numbers

Committee Reports:

- Security/Safety:
 - Nothing to Report
- Ring Committee
 - We discussed new signage that will be posted at the ring regarding Rules / Policies
- Architectural Committee
 - No new updates but there is a new house in escrow on Sorrel
- Trail Committee
 - We need to re-walk the trails to see what needs to be addressed
 - There is a water leak at the trail head near the arena which needs to be looked at
- Welcome Committee
 - The week after the board meeting will be when the next welcome baskets will get delivered and there are currently 3 outstanding baskets.
- Membership Committee
 - There are currently 65 non-resident members which has been awesome!
- Events Committee:
 - Summer BBQ is coming up in September!!
- Communication Committee:
 - We have a few new resident interviews that need to be completed
 - Website needs to be updated for the minutes and hoofbeats

Next Meeting – September 5th, 7:30pm

Adjournment – 8:30pm

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