



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

**DLPOA BOARD MEETING MINUTES**

SEP 4TH, 2019 – 7:30 PM AT DLPOA RIDING RING (85 BUCKSKIN)

BOARD: A. POWER, J. JACOBSON, V. MUSE, J. LITCHFIELD.

AUDIENCE: JOE LITCHFIELD, PAUL SCHWARTZ, SHERI SCHRIER, LARRY WALDSTEIN, MEGHAN PATTERSON,  
JASON GALLIEN, MARIE GALLIEN.

**Call Meeting to Order – 7:36 PM**

1. **Prior Meeting Minutes** – Prior meeting minutes were approved.
2. **Treasurer’s Report** – No report.
3. **New and Recurring Topics / Follow-up Items:**
  - Nominees for Upcoming November 2019 Elections – AJ Poulin and Lisa Pearce are working on a list of people to nominate. They will update us soon.
  - Summer BBQ (Jenny Z) – not present
  - Halloween Preparation (Jenny L) – City and sheriffs has been contacted for the usual checking at corner of all vehicles entering the Lanes on Halloween evening.
  - Establishing Operating Budgets for Committees (Babak) - Not present.
4. **Committee Reports:**
  - Ring Committee - J. Litchfield reported that K. Yates is doing a fantastic job keeping up with all the ring members. Locks are all currently in working condition. No complaints have been received. Everything ring related is OK.
  - Architectural Committee – J. Litchfield reported there have been no new developments in regards to the ongoing remodels.
  - Welcoming Committee – We have new neighbors that have moved in at 78 Dapplegray as well as 6 Sorrel. We will need to welcome them properly soon.
  - Membership Committee – J. Gallien provided report of all current paid members. There seems to be a lag in the reporting of checks dropped off with our treasures as some present at meeting had dropped off their dues checks but were listed as nonmembers. \$11,200 have been contributed by our non-resident members as of today.
5. **Calendar Review:** Next meeting will be held at community center on Oct 2nd.
6. **Audience Discussion / Concerns** – Larry Waldstein voiced concern about resent break-in on Dapplegray and inquired if this was only incident this year. Board is not aware of any other home break-ins only cars that were left unlocked.
7. **Adjournment** 8:30 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 – 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