



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

**DLPOA BOARD MEETING MINUTES**  
**FEBRUARY 7, 2024 – WALDSTEINS & ZOOM**

**ATTENDEES:**

**BOARD:** KAREENA DONG, CHRISSY MEISTERHEIM, BABAK FARROIKH-SIAR, JACK MCNAMARA, ADAM BUCKMAN

**ATTENDEES:** JULIE H., KEVIN & CORA PALMA, BECKY B., PAUL S., LARRY & SHERRY W., A.J. P., KHOURY'S

**Approve Prior Meeting Minutes** – The January Board meeting minutes were approved by Jack & Brian.

**Meeting called to order at 7:36pm**

**1. Treasurer's Report:**

- Current Balance ~ \$67,125
- Misc Reimbursement and large deposit for HOA dues.
- Babak and Kareena to work on improvement of how we receive and deposit checks to DLPOA HOA.
- Motion to move where to send checks (HOA due and various checks etc). To eliminate backlog of deposits and checks to be deposited to HOA bank account. Change process of how deposit checks and insurance support.

**2. New and Recurring Topics/Follow up:**

- The Internet is now at the Arena!! Cox cable is all set up. \$130/month. Great job for spear heading this Babak.
  - Current use is for Board Meetings and HOA Events.
- Events Coming Up
  - Easter events to be discussed later. Easter event to be held on Saturday March 30<sup>th</sup>
  - Trail Clean up in May. Date to be confirmed. Options for Trail Clean up date May 4<sup>th</sup>, 5<sup>th</sup>, 18<sup>th</sup>, 19<sup>th</sup> or 26<sup>th</sup>.
  - Santa on the Lanes this year will be held on December 22<sup>nd</sup>.
- Directory
  - We agreed to not print new directories this year and will revisit next year or until we go through all our current directories on hand.
- Capital Improvements
  - Front Entrance
    - Julie H. has 4 bids for a new and updated front entrance.
      - \$11k-\$13k with drip system but could reduce estimates if we remove drip system and instead of vinyl fencing to just reuse and sand wood fencing.
        - By the next Board meeting (March 6<sup>th</sup>) will have a consistent bids across the contractors.
        - Julie H. to check with RHE on approved funds to help with Front Entrance project.
        - Mike G. to help provide boulders for free.
  - Improve signage on the corner of Buckskin & Dapplegrey in front of Hawke's residence.
    - To match front entrance design. Julie H to draw up and design.
  - Community Center

- Improve structure or facelift of the Community Center.
      - Upgrade electrical panel to support future projects. Current electrical panel is limited.
      - Improve water proofing of all the doors and metal rolling closures.
    - Install and buy and commercial ice machine.
    - Install outdoor heaters.
- Welcome Wagon Committee
  - Context and background on the history of the Welcome Wagon was provided and a huge shout-out of appreciation and gratitude to the crew leading the Welcome Wagon.
  - Shared the original spirit was not initially to be a board committee. Through the course of time, eventually, the board paid for welcome baskets and welcoming neighbors became a board agenda item.
  - Based on feedback from both the board, last year's board, and non-board residents, we wanted to discuss how to best handle welcoming new neighbors moving forward and reviewed three possible outcomes.
    - Discussed the following proposals with Board members and meeting attendees;
      - Proposal 1: HOA to help fund the Welcome Wagon Committee and to continue as is, or;
      - Proposal 2: HOA Board to align the Welcome Wagon Committee consistent with other committees, fund and organize (w/ set monthly date and times) Welcome Wagon Committee process, or;
      - Proposal 3: No Welcome Wagon Committee and HOA does not provide funding and have it organic and as a volunteer basis only.
  - Discussion ensued with participants and their thoughts and experiences on the Welcome Wagon.
  - Will discuss with the current Welcome Wagon Committee the go forward plan on how and when the Welcome Wagon Committee will welcome new neighbors.
    - Welcome Wagon Committee volunteers will coordinate a date and discuss a process at the next board meeting.
    - Motion to approve proposal #2. Board to handle Welcome Wagon Committee and welcome new neighbors monthly on a set date and time. Unanimous approval by all Board member attendees.
- New houses on PV Drive N apart of HOA. Need to address, review, and potentially revise CC&R. Will ask them if they want to be a part of the HOA. To be discussed at a later HOA meeting.

### **Committee Reports:**

- Security/Safety:
  - There was hit on our cameras for a stolen vehicle but turned out to be ok. But great to see our cameras are working and police came out immediately to check out.
- Ring Committee
  - No major updates other than minor maintenance are required.
  - Potential capital improvement projects for arena. Repainting of the rails, better landscape and irrigation.
- Architectural Committee
  - 84 Buckskin Redoing Barn
    - Buckskin trail potentially closed Jan. 16<sup>th</sup> – 23<sup>rd</sup> due to the construction. Finished project and thank you Rajewskis for cooperating so well during this process.
  - 60 Dapplegrey completing their front and rear yard.
    - Architectural committee to review sketches when available. Additionally, asking HOA Boards help to remove and/or trim a tree on the back part of their property. Deemed to be a danger to trail and Board to look further into options.

- 55 Buckskin Built a chicken coop.
  - Architectural committee to review and continue discussions with the Palmas'.
- The Architectural Committee is trying to determine a more uniformed way of dealing with new projects to comply with DPLOA and RHE guidelines and requirements.
- Trail Committee
  - Jack NcNamara to head up and lead Trail Committee. Thank you, Jack, for taking on this important committee for our neighborhood!
  - 60 Dapplegrey tree in the back and on trial to be removed or trimmed. To get more quotes for work and determine who is responsible for the cost.
  - Behind Suzzette James' property to help drainage and access issues. Currently we have a plan to fix both issues but will cost some funds to a contractor. Potential funds from capital improvements?
  -
- Welcome Committee
  - Working on dates and houses for the Welcome Wagon Committee. Next date is February 13<sup>th</sup> 6pm.
- Membership Committee
  - No updates
- Events Committee:
  - Easter events are coming up on Saturday March 30<sup>th</sup>. Chrissy and Megan to provide more information.
- Communication Committee:
  - There are a couple of open interviews that Ariana D. and Adam B will address.

Next Meeting – March 6<sup>th</sup>, 7:30pm (Potentially Julie Hatch to host)

**Adjournment** – 9:07 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:**

- 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 – 2<sup>nd</sup> 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