**MINUTES – Canyon Lake Forest Monthly Meeting on May 15, 2025**

**CALL TO ORDER**: The President called meeting to order at 7:00pm

**ROLL CALL**: President (Monica Orms), Secretary (Pam Rabke), Pool Director (Debbie Hardy) are present. Quorum established.

**APPROVAL OF 03/20/25 MINUTES**: Minutes were posted on the website and copies were available. Secretary moved the minutes be approved as written. After second by President the Minutes were approved.

**OFFICER/DIRECTOR AND COMMITTEE CHAIR REPORTS**:

POOL- The pool was opened on Saturday, May 3. A potluck was also held in the gazebo area, and about 30 people attended. Algae has been noticed in the pool. Pool Director was asked to text the pool cleaner. Wasp spray will be provided for use at the pool (out of reach of children).

ACC/BUILDING & COMPLIANCE- On behalf of the ACC, Gary Hines presented the following for Board review. 8 houses are currently under construction. The ACC recommends approval for the following and the Board had no objections:

1. 1736 Trail Ridge- Chase Brunnemann: building permit; for change from conditional to full (fees paid)
2. 746 Hillclimb- Pat and Robert Cahill: addition permit for 2 medium size “Tuff Sheds” (fees paid)

CLUBHOUSE: The President, on behalf of Clubhouse Director, reported there have been no recent rentals. The clubhouse was recently cleaned and future cleanings will be scheduled only before meetings and events. A list for needed capital improvements for the clubhouse is currently being prepared for presentation at the Annual Meeting next month.

TREASURER: The President reported the POA’s Treasurer recently resigned. The President has been performing those duties as needed. Currently the Treasurer and Secretary are authorized to sign checks, with both signatures required for any over $500. The Pool Director moved to add the President as an authorized signer at the POA’s bank. The motion passed unanimously. This signatory power will be updated after the Annual Meeting and election of new Board. The President proposes that there be 3 authorized bank signers in the future.

The President then proceeded to review the financial reports on financial performance and position. Total income is up over $6K in 2024 due to the increase in dues, however Total Expenses rose about $38K. The largest portion of this increase was due to the completion and reporting of previously approved capital improvements (ie: picnic tables; pickleball court net repairs; new plumbing fixtures; clubhouse A/C replacements; camera system for pool, courts and clubhouse, new metal fence along lower road at clubhouse). In addition, unplanned expenses included professional tree trimming in public areas for safety; minor landscape cleanup; and necessary replacement and repairs to water well pump at the pool. Total bank accounts are at $95K and outstanding receivables are roughly $28K, with most of those being less than 1 year or 1-2 years.

SECRETARY: It was reported that the Postcards for the Annual meeting notification had been arranged for all owners that have not provided the POA with email addresses. They should be mailed soon. Email notifications will go out within the next couple of weeks. The goal is to provide notification of the meeting no earlier than 30 days prior nor later than 10 days prior.

**NEW BUSINESS**: Possible community Garage Sale in October discussed. It will be posted for discussion on Facebook, but a formal decision will be up to the new Board.

Amendment of POA ByLaws: The President reported she has had preliminary discussions with an attorney regarding the language around dues above $24/year being voluntary or mandatory over a year ago but proposed scheduling a 30 minute call to review the “voluntary” portion again and what would be required to make that portion mandatory and if it could be accomplished with a Notice before the annual meeting. We believe the process to accomplish this will require notification to every POA member, and will require a vote at an Annual Meeting (likely in June 2026 if we can’t do it in time for this next meeting). After discussion, those present approved of the President scheduling a meeting with the attorney prior to Annual Meeting to discuss and determine if it should be voted on at the Annual Meeting.

Painting at the Pool: A painter has offered to paint the buildings at the pool for a labor cost of $600/day. No decision has been made as 2 more bids are needed prior to moving forward.

**OLD/OTHER BUSINESS:** There are 6 Board Positions up for re-election at the upcoming June 14, 2025 meeting. President Monica Orms has announced that she will not be running for re-election, but is willing to serve as Chair of a Committee on Board Training & Compliance. Two of the current Directors (Clubhouse and Secretary) are willing to serve again, although anyone is welcome to run for all open positions, to be aligned by the new directors.

Member Forum: None

 Adjourned**:** President adjourned at 7:49pm