

The Landings HOA Board Meeting
Via Zoom
December 18, 2025

Loretta Lamar – President
Jan Greene–Vice President
Stan Ward–Secretary
Margaret McLemore–Treasurer

Parking–Margaret McLemore, Stan Ward
Pool–Stan Ward, Latoya Lawrence
Architecture–Margaret McLemore, Loretta Lamar, Jan Greene
Landscape–Laurie Mack, Jan Greene
Snow–Loretta Lamar

Margaret McLemore called the meeting to order at 6:30 pm.

Present: Jan Greene, Laurie Mack, Margaret McLemore, Stan Ward, Latoya Lawrence,
Tracie O’Brien (Bay West Management)

The Board took up the proposed 2026 operating budget. Stan made a motion to adopt the budget with an amendment to move \$7,500 allocated for replacing pool furniture under the category of pool supplies and equipment to parking monitoring. Stan said he would like the \$7,500 to be available to cover the potential cost of a parking monitor contract with Protos Security, or if it is not needed for that purpose, for electric vehicle charging stations or other contingencies. In response to a question from Laurie, Margaret clarified that \$7,500 for pool furniture would still be spent, but it would be drawn from the reserves instead of the operating budget. The expenditure of funds for pool furniture from the reserves is appropriate because it being used to replace a physical asset. Jan seconded Stan’s motion to adopt the budget with the amendment. The motion passed unanimously.

The Board discussed the parking monitor contract. The Board is considering proposals from Protos Security and Signal. Stan said that he favors hiring Protos because it is the largest provider of off duty police officers in the country. Also, he noted that Signal had performed badly before and was fired by the Board in October. He said Protos is affordable now that the Board moved an additional \$7,500 to parking monitoring. He said parking violations are a top complaint from residents and that it’s worth investing in quality enforcement. Margaret said that she favors hiring a former parking monitor, Candice, through Signal. Candice does a good job and knows how to do the work. Margaret also said Protos’ proposal to provide a substitute in the event the regular person couldn’t be there on a particular day is not a good idea because the substitute would not know how to do the job

properly. Stan said that Protos is working on a revised proposal that includes hiring Candice. Margaret suggested that the issue of the parking monitor be tabled until Protos provides a revised proposal. The Board agreed.

The Board took up Latoya's proposal to revise the Architectural Guidelines to allow several additional types of fencing in the community. Latoya described her proposal, which authorizes the shadowbox, stockade, and tongue and groove fence styles. (Board on board fencing is already permitted.) Under the proposal, boards must be vertical, and cap boards are optional. The finished side of the fence must face out. The Board discussed the proposal and reviewed photos of the different fence styles. Stan made a motion to recommend Latoya's proposed changes to the Architectural Guidelines. Laurie seconded the motion, and it passed unanimously. Margaret asked Tracie to distribute the proposed guidelines to the community before the January meeting.

The Board discussed whether to correct previous meeting minutes, which homeowner Mathias Capurro claimed included inaccuracies. After discussion, the Board determined the minutes are accurate. Jan made a motion to keep the minutes as is, and Stan seconded it. The motion passed unanimously.

The Board discussed problems with the HOA's email system that are causing some emails between Tracie and the Board to not go through. Stan suggested that the Board consider moving to a different platform for communication, such as Microsoft Teams. Stan will ask Lyle Berman, the HOA's technology vendor, about alternative platforms, and the Board will discuss its options at the next meeting on January 21.

Laurie noted that in the recent snow storm, not all the snow was cleared from the sidewalks fronting the community on Forest Drive and Hilltop Lane. The Board agreed that it is important to clear these sidewalks for safety reasons and to avoid potential liability. Tracie will remind the snow contractor to clear these sidewalks.

Jan made a motion to adjourn and Stan seconded. The meeting ended at 7:45 pm.