

**Heather Lake Association Board Meeting  
February 5, 2024  
Rouser Home**

Attendance: Ann Deskins, Rita Mitchell, John Pekar, Chris Rouser, Doug Shaffer

The meeting was called to order at 5:15 pm.

The minutes from the January 15, 2024 meeting were unanimously approved.

Discussion was had regarding the content of the mailing to homeowners in preparation of the Annual Meeting on March 26.

This mailing will include the February newsletter, 2023 Financial Statements, 2024 Budget Overview, the official annual meeting notice with agenda, and the minutes of the 2023 annual meeting for approval. John would like to get the packet in the mail by February 15.

The headline stories of the newsletter will be the DRM, annual budget, and common grounds update. John will piece something together and submit to Board members for review before mailing. John will also be attending the Kaman and Cusimano session regarding annual meetings on February 6 and suggested that other Board members attempt to attend one of the Zoom sessions offered.

Doug asked how the Zelle payments went. Ann said thirteen payments were made through Zelle, and we were charged fifty cents per payment. Ann added that there were five or six payments through PayPal; some of them included the seven-dollar fee and some did not. Ann will be invoicing those who did not pay the fee when she reinvoices those who did not pay their dues.

The Board discussed final questions regarding the revised Design Review Manual. Discussion was had regarding the maximum size of accessory structures, and it was agreed that the size of accessory structures shall be no greater than one-half of the heated gross floor area of the residence, up to a maximum of 1,750 square feet. Discussion was also had to clarify that a change in the number of Architectural Review Board voting members can only be made by the Association Board. Chris asked that clarifying language be added stipulating that failure to submit all required documentation for construction may delay review and approval of a project, and that the review period provided in the covenants does not start until a completed package and design fees are received. Chris also asked that the submittal process for modifications follow the same review as new builds, with no application fee for modifications. Chris asked that clarification be made regarding the fences on lots 1, 70, and 71; specifically, though they are currently grandfathered, they are only grandfathered if maintained. If removed, any replacement must be submitted for approval. The Board approved all these changes.

Moved by Rita Mitchell, seconded by Chris Rouser, to approve the revised DRM. Motion carried unanimously.

Discussed dissemination of the new DRM. Decision was to inform homeowners in the newsletter that the new DRM is available on our website, and if they are unable to access it via the website to contact a Board member and a hard copy will be delivered to them.

The Board discussed a complaint received from a homeowner regarding vehicles parking along the road. Chris will respond to the homeowner regarding this complaint.

The Board discussed drainage with the construction of the new home on the corner of Alspach and Amanda Northern. It was decided that the Board will ask the County to look at the drainage to see if there is any current or potential issue.

The Board discussed codifying in the Covenants the language in the DRM that states "When the Board of Directors determines that any portion of the Design Review Manual should be revised, prior to implementation the Board of Directors shall send a complete copy of the proposed changes to all Members of the Association, allow sixty (60) days for Member feedback and hold a meeting open to all members for consideration prior to approval." The Board decided to table this and discuss at a future date.

The meeting was adjourned at 7:11 pm.

The Board will get together for a work session on March 19 at 5:00 pm at Rita's home.