

**Lakeland Hills Homeowners Association – Divisions 1, 2 & 4A**  
**Board of Directors Meeting**

February 24, 2026  
6:00pm  
Virtual Meeting

Agenda:

**I. Call to Order & Notice of Quorum**

**II. Board of Directors**

- a. Review 1/27/26 minutes (next page)
- b. President's Report
- c. Treasurer's Report

**III. Committee Reports**

- a. Architectural Committee Report
- b. Welcome Committee Report

**IV. Old Business**

- a. ACC solar – review draft (attachment) for approval. Decide if we are going to add EVV. Next steps, update website.
- b. Status updates
  - i. Website – Eric has access. Need to update meeting dates and times for HOA residents to access. Discuss goals for future breakout session regarding a larger refresh of the website.
  - ii. Bank visit – schedule w/Ben, Megan and Andrew. Remove Monica. We need an appt with the bank.
  - iii. QuickBooks – Ben has access.
  - iv. Spring walk about – get areas of neighborhood up to standard. One letter a year later doesn't seem adequate. Look in different spots, write down what is out of compliance.
  - v. Update Annual HOA dues workflow to include how the Welcome Committee's routine online homes sales checks can be incorporated into a QuickBooks due payment status check for any home that may be on the market for sale that have outstanding dues/fines.

**V. New Business**

- a. Website updates needed
  - i. Contacts page – email address, Board Directors and Officers names.
  - ii. ACC page – add walk about dates.
  - iii. Board/Annual meetings (post copies of minutes).

**Lakeland Hills Homeowners Association – Divisions 1, 2 & 4A**  
**Board of Directors Meeting**

January 27, 2026  
6:00pm  
Virtual Meeting

A meeting of the Board of Directors of Lakeland Hills Homeowners Association was called to order by Mr. Benjamin Woodhouse, Chair, at 6:02pm on Tuesday, January 27, 2026 via Teams at which a quorum was present.

**Attendance:**

Benjamin Woodhouse, President  
Andrew Rawls, Vice President & Acting Treasurer  
Jim Hawley, ACC Chair  
Megan Shafer, Secretary  
Don Martin, Board Member  
Eric Shafer, Board Member

**Board of Director Reports**

1. **Minutes:** December 9, 2025 minutes were approved by motion made, seconded, and passed unanimously.
2. **President's report:** continue to receive emails that are not for our HOA, share canned email.
3. **Treasurer's report:** 8 past due and 4 over payments. Andrew will generate new invoices.

**Committee Reports**

1. Architectural Committee Report – no forms were received.

**Old Business**

1. ACC solar – add EVV? Finalize next meeting.
2. Status updates
  - a. Eric can log into the HOA website.
    - i. Website needs a refresh and update meeting dates/times for HOA residents – break out session needed.
  - b. Bank visit, add Ben, remove Monica, Megan get access (again) – schedule (Andrew, Megan and Ben).
  - c. QuickBooks access to Ben – completed.
  - d. Ben reshare EV charger guidelines for review and adoption with solar guidelines into ACCs.
  - e. Update annual HOA dues workflow.

**New Business**

**Lakeland Hills Homeowners Association – Divisions 1, 2 & 4A**  
**Board of Directors Meeting**

1. Spring Walk about – get areas of neighborhood up to standard. One letter a year later doesn't seem adequate. Homework – look in different spots, write down what is out of compliance.

With no further formal business, the meeting was adjourned at 7:10pm on January 27, 2026. The next meeting is scheduled for February 24, 2026 6:00pm via Teams.