

LTEA Special Directors Meeting

April 5, 2022 Danville First Church of the Nazarene Coffee Bar 6:00pm

Minutes

1. Call to Order: Dr. Bartosh
 - a. time: 6:02pm
2. Pledge of Allegiance
3. Roll Call: Secretary
 1. Present: Dr. Bartosh, Pat Bennett, Donnie Davis, George Peterson (absent) , Richard Stipp, John Hines, Sherry Cole, Kerry Butson
 2. Absent: Brian McQueen, Bob Neff
4. Mailing for Annual Meeting
 - a. Board Member Ballots
 - i. four slots: Pat Bennett, Don Smoot), George Peterson, Donnie Davis/Butchko
 - ii. John Hines: individuals running: Donnie Davis, Eric Bolser, Nikki Cascone, Jeff Palmer, Kerry Butson, Kendra Kinney, Jennifer Huddleston, Kayla Blundy, plus Pat Bennett
 - b. Gate Card/App Fees
 - i. attach document from John Hines
 - ii. AT&T internet: \$83.76/month
 - iii. Tap2Open app fee: \$250/month, \$225/month if we pay for a full year
 - iv. \$41.88 for each gate for card reader service; after the current billing cycle, it will go up to \$70/month
 - v. annual costs: ~\$5600, there should be a cost per property owner no regardless whether you have keys or the app
 - vi. Stipp suggests \$21/property owner for keys, doesn't matter how many anyone wants
 - vii. ~\$2226 to replace housing for each gate arm; this doesn't include installation which we will do ourselves
 - viii. current inventory: 8 gate arms so that should last awhile, \$225/arm if we have to order more
 - ix. suggestion: charge annual fee of \$25 to cover unexpected maintenance
 - x. concrete is biggest problem; makes the arm vibrate

- xi. previous year gate budget was \$11k; gate fees didn't cover that; extra money was supposed to be for gate maintenance but extra money was donated to roads; Stipp only used 6k;
- xii. In the past, first two cards were free, \$2/card for extra cards; lost cards are \$10 for a replacement
- xiii. starting July 1, we will need different cards
- xiv. new system will be \$3k; \$700-\$800 a year discount for the app
- xv. \$7.48 for old cards, \$1 for new system; bought 400 so far, probably need 400 more; vendors will also need them
- xvi. Jeff Palmer: gate assessment changes to rules: violation of bylaws; this is not bylaws, it's a rule; bylaws make no mention of gate card fees; new board should decide any assessment changes
- xvii. how do we send an invoice to property owners if we don't know how much to pay; this is not a budget, it's a fee for the gate; there is no bylaw on gate card fees; special directors meeting is 5 day notice and this can be addressed; understanding that this is a fee, not an assessment
- xviii. Pat: \$30/year for everyone? some people have to have a key
- xix. continue process of two keys forever at no charge;
- xx. older people might not feel comfortable using the app so have to use key
- xxi. advantage of app is being able to let people in
- xxii. some people with app are opening it far away and driving through quick
- xxiii. everyone got an informational mailing regarding gate keys;
- xxiv. 157 people have app now
- xxv. \$25/app up to 2 cards OR \$25/12 cards; \$5/card after that; vendor cards \$25 each; third option where there is no fee but you get two cards
- xxvi. Donnie Davis makes a motion to change rules so that all property owners receive either the App and up to 2 Cards for \$25, or up to 12 cards for \$25; \$5 for additional cards; \$10 for lost cards; vendors stay the same; Pat Bennett seconded; all board member passed

5. Timeline for Mailings

- a. invoices sent both physical and emailed
- b. Thursday, April 7 is 17 days before meeting; we can mail them then
- c. Pat Bennett added to the ballot
- d. read minutes from previous annual meeting: read changes in bylaws since last meeting
- e. quorum: 20% (54 people) plus 7/10 board members; ballots too

6. Adjournment

- a. Bob Neff makes a motion, Pat Bennett seconded
- b. time: 7:17pm