



DOUBLETREE LAKE ESTATES HOMEOWNERS' ASSOCIATION, INC.

DLE HOA Board of Directors

Regular Meeting Minutes

December 3, 2018

Call to Order at 7:35 p.m.

1. Roll Call
 - a. Present: Peter Andreou, Greg Chip, Dennis Dickinson, David Anderson, Brett Jury and Michael Bottos
2. Approval of Minutes
 - a. David made a motion to accept the meeting minutes from the November meeting Greg seconded. All in favor.
3. Manager's Reports
 - a. Financial Report
 - i. November Financial Report is not yet complete. 1st American will forward to the Board upon completion.
 - b. Legal Report
 - i. No update
 - c. Security Gate Update
 - i. Securitas will be providing new Visitor Management Software. This will rectify the delays we have had with turning over the system.
4. Old Business
 - a. Berm
 - i. Board directed 1st American to work with Lakeshore Landscaping to remove the last few remaining dead trees on the Berm and add needed trees.
 - b. West Turnover
 - i. Doubletree Lake Estates Legal (HWE) is finishing up the agreement for the West separation. 1st American will work with the Doubletree West Board and Property Manager to ensure a smooth transition.
 - c. Sewer Project
 - i. 1st American to reach out to the Town and request an inspection of all storm water catch basins in the sewer project area for silt as the basins were not well protected during the project.
 - d. Guard House – Main
 - i. The Board approved for the HVAC unit in the main guard house to be replaced. 1st American will sign the proposal and get work scheduled ASAP.

c/o 1st American Management Co., Inc. • 3408 Enterprise Avenue • Valparaiso, IN 46383

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www.DoubletreeHOA.org

5. New Business
 - a. Newsletter
 - i. 1st American will work with Board and Committee members to gather needed information for a Winter/Spring 2019 Newsletter
6. Misc. Items/Open Discussions
7. Next Board Meeting: **TBD due to Holiday**
8. Adjourn **8:40pm**