

Board Meeting Minutes for November 20th, 2025

The meeting was called to order at 6:32 p.m. In attendance were officers Heather Miller, Thomas Yu, Sherri Akers and Melissa Hinkle; at-large directors Martin Byrne, Jeanne Richards, Jay Walker and Aaron Hollerman. Absent Director was Kimi Bradley who recently sent her resignation from the board. We wish her well and thank her for her service to the HOA.

The minutes from the October annual meeting and board meeting were approved as read, without amendments and placed on record.

1. President's Report, Heather Miller

- A. Newsletter to go out soon, so Heather requested items to be included from board members.

2. Treasurer's Report, Sherri Akers

- A. Budget to actual and general ledger review
- B. 2nd audit of the year to be completed in November—board members identified for the audit
- C. Outstanding payments
 - i. 6 special assessments from July 2024 (\$55) plus late fees
 - ii. 1 lake lot (\$400) plus late fees
 - iii. 5 non-lake lots (\$200 each) for 2025 plus late fees
 - iv. 6 non-lake lots (\$200 each) for 2026 plus late fees
 - v. If funds are not received, anything over \$500 (including late fees), will go to the lawyer and eventually HOA will place a lien on the property in which payment is required at the sale of the property plus any accrued late fees.
 - vi. Reports from homeowners that the new commons signs were helpful for reminders for dues payments so we will continue to use those going forward for events and dues.
- D. HOA checks are for bill payments, anything over \$500 for repairs, work orders, etc. require the board's authorization. Heather indicated she typically requests approval for all expenditures over \$100.

3. Architectural Committee Report

- A. Architectural requests
 - i. Will put a reminder in the newsletter that the form must be completed before the project moves forward.
 - ii. One request this month was received for a concrete pad extension at 3301 Timberline
- B. Residents not submitting requests
 - i. Requests are not the responsibility of the company providing services.
 - ii. Fines can be assessed if a form is not submitted and work is done.
- C. Update on letters and communications plans for covenant violators – Marty
 - i. Reviewed bylaws together so new board members knew the process
 - ii. Initial letters sent for violations - \$50 fine for non-compliance per the bylaws

4. **Commons and Lakes Committee**

- A. Mowing contract finalized
 - i. Need to request commercial applicator license and proof of insurance per our new insurance carrier.
- B. Solitude contract finalized and repairs to fountains that may be needed
 - i. Fountains pulled for winterization and storage
 - ii. Maintenance in the spring for 2 of the fountains will be necessary
- C. Tree trimming and tree removal completed
 - i. Ash tree in commons area was removed
 - ii. Trees around the finger lake were trimmed and weeds trimmed up around the rip-rap
- D. Lakeshore project completed – big lake
 - i. Pulled up the rock that fell in the lake previously
 - ii. Dug out silt around the shoreline, reshaped the shoreline and added two truckloads of rip-rap. More rip-rap will be needed in the future.

5. **Social Committee**

- A. In need of new members to the social committee including non-board members to help with events/activities.
- B. Holiday Decorating contest discussion

6. **Old Business**

- A. Neighborhood services – contacted about Baetz residence that backs on Duncan and Bradley.
 - i. City will be sending a letter
 - ii. Multiple liens from the city and HOA exist already for the home.
- B. Melissa will store the HOA signs for the garage sales and put them out when needed.

7. **New Business**

- A. Election of Officers – the following were elected by the board members through a vote:
 - i. Heather Miller – President
 - ii. Thomas Yu – Vice President
 - iii. Sherri Akers – Treasurer
 - iv. Melissa Hinkle – Secretary
- B. Committees
 - i. Architectural Committee
 - 1. Martin Byrne (Chair)
 - 2. Aaron Hollerman (assist with violations)
 - 3. Thoams Yu (In charge of reviewing rentals)
 - ii. Social Committee
 - 1. Melissa Hinkle (Chair)
 - 2. Sherri Ackers
 - 3. Jeanne Richards
 - iii. Lakes and Commons
 - 1. Heather Miller (Chair)
 - 2. Martin Byrne
 - 3. Jeanne Richards
 - 4. Jay Walker
- C. Discuss open board seat options

8. Open Discussion

- A. Apply for city grants – most grants require the HOA to match the monetary amount of the grant if received. Ideas include:
 - i. New doggie bag receptacles
 - ii. Stump removal
 - iii. Solar streetlights
 - iv. Solar lights at cut through walkways along sidewalks
- B. Solar streetlights were discussed for placement at the intersections along Bonnie Blair and Valerie for a future project to aid with safety and as a crime deterrent.
- C. Repair ground around the big lake where silt bags were. Will need to review in the spring along with the other damage to the turf from the lake restoration project.

The next meeting will be on January 14, 2026 location TBD. There is no board meeting in December.

The meeting adjourned at 8:36 p.m.

Respectfully Submitted,
Melisa Hinkle, Secretary