September 2, 2025

Call to Order
President Tom Kimbrough called the meeting to order at 6 pm.

Board Members Attending
Julie Clancy, Julie Inskeep, Mike Steinke, Mark Burrows, Matt Brown and Gayle Burns. Homeowner, Sharon McCaulay, attended as a guest.

Approval of Minutes
Julie Inskeep made a motion to waive the reading of the June 10 board meeting minutes. Matt Brown seconded the motion. The motion carried.

Financial Report
Julie Clancy reported on the August 2025, financials and made the following points:

> YTD totals are below budget but expect that to change because of the $3,000 needed to cover bat removal from Building 1 attic.
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> The first roof repair invoice on Building 1 came out of the operating budget. That expense was moved to the reserve expense. Remaining roof repair on Building 1 will cost $6788. Roofer, Sam Swartz, indicated that the roof units are the source of the leak problems. If the roof continues to leak, the units will have to be brought to the ground before a new roof is considered. August YTD reserve amount is $28,377. Tom Kimbrough moved to approve the August financial report. Gayle Burns seconded the motion. The motion carried.

Insurance Discussion
Tom Kimbrough proposed to have the property and individual owner insurance policies combined under one policy. After a brief discussion, it was determined that it is not feasible.

2026 Budget Discussion
The operating expense budget should end the year with a balance of $20,000. To balance the budget with the income from dues, the window cleaning line item was removed. Another line item will have to be removed if the board decides to the leave window cleaning in the budget. The committee will leave the maintenance line item in place and have Tom Jones look at all the foyer doors and plan on replacing weather stripping where necessary. Matt Brown will contact Tom Kimbrough’s carpenter contact to get a quote to replace the frame on Building 1’s entrance double door. Another contractor, Josh Edgall, will also give Matt a quote for the same work.

$5,000 is needed for painting in 2026 and each year thereafter for maintenance.

To keep the year-end balance in the operating budget at $20,000 and to keep the year-end reserve balance at $50,000 a $1,200 assessment needs to be made in 2026. If an $800 assessment is the goal and the $20,000 goal in the operating budget is dropped, the goal of $50,000 in the reserve account cannot be met.

Future projects in the pipeline are:

- Road replacement, $90,000
- New lamps post community wide
- New upper foyer windows
- Repair sidewalk issues
- New handrail on north end steps, Building 2
- Replace front porch rails at foyer entrances
- Remove upper wrought iron railings front and back of buildings

A motion was made by Julie Inskeep and seconded by Mike Steinke to make two $500 assessments in 2026 to balance the budget and maintain minimum balances in the operating budget and reserve budget. Payment can be made in 2 installments. One on January 1, 2026, and one on July 1, 2026. The motion passed. This assessment does not have to be voted on by the owners at the annual meeting.

Old and New Business

Building 3 owners, south entrance, proposed to have Paint Masters give the board a quote to paint all outside surface foyer doors. They also asked to be reimbursed for the $5,000 allotment for their foyer refresh this year. Mark Burrows made a motion to grant this request. Gayle Burns seconded the motion. The motion passed.

Building 2's main lobby refresh has stalled. Sharon McCaulay has volunteered to help the owners with a plan to freshen the main foyer. Building 2 owners have until 12-15-25 to produce a plan to use their $5,000 in 2026 or forfeit it and use it another time. Mark Burrows made a motion to approve this plan. Julie Inskeep seconded the motion. The motion carried.

An anonymous benefactor proposed a project for the pergola area. The proposal is to see the garden area become handicapped accessible. The landscaping committee is tasked to find a qualified ADA landscape architect to produce a concept and budget. Landscape committee members are Mary Steinke, Taff Silliman, Gayle Burns, and Sharon McCaulay.

A dumpster day was proposed to provide an opportunity for our community members to dispose of bulky items that do not qualify for regular trash pickup. This idea will be discussed at the annual meeting.

Adjournment
No other business was presented. Mike Steinke called for the meeting to be adjourned. Julie Inskeep seconded the motion. The motion carried.

The Annual Meeting will be held on October 7, 2025, at the Fort Wayne Country Club. Gathering will begin at 6 pm with the official meeting to begin at 6:30 pm.