

LAKE OF BUCKINGHAM CO-OWNERS ASSOCIATION

Board Meeting Minutes

March 20, 2025

- I.** President, Ted Williams called the meeting to order at 5 pm
Board Members present: Stan Scheumann, Ted Williams, Mike Majewski, Kenderick Boyd, Janet Papiernik Tom Steinhauser and Debbie Woodroof
Present via Zoom: Karen Gleave
Absent: Jim McCann
- II. Resident Concerns –**
- a. Brad Hess, 3003 Seafarer Cove, wanted to confirm who to contact at TNG with questions or concerns. Dan Galbreath is our property manager at TNG.
 - b. Tom Steinhauser asked about streets needing repairs. Debbie called 311 about the potholes at Buckhurst & Port Royal and Port Royal & Neptune. A City truck responded within several hours with hot patch. Any resident can also call to report potholes.
 - c. Tom also complained about LandArt, claiming they threw debris from streets into yards while blowing during spring cleanup, blew leaves into the lake during spring cleanup and also into his lower-level walkout, not repairing grass divots left from areas that Autana repaired last fall and not trimming rose bushes appropriately. Debbie said she would discuss his concerns with Kyle Pressley, but reminded Tom that it is most helpful to have specific locations when lodging complaints about service concerns. Because of the large amount of loose pavement in some of the street gutters, it is next to impossible to not have something scooped from the gutters while plowing, LandArt is not responsible for street cleaning of loose pavement and rose bushes are trimmed during fall cleanup only according to arborist recommendation.
 - d. Kenderick Boyd asked if the Association has ever participated in Fort Wayne's Great American Clean-up project. LOB has participated, but it has been quite some time. Kenderick would like to submit information for the April newsletter to organize the participation.
 - e. Kenderick also wants the Board to explore expanding the amenities available for residents such as adding on to the clubhouse and having more activities for residents to take part in and potentially create a revenue stream for the Association.
 - f. Stan Scheumann reported an issue with a resident on Kingston apparently using a laser pointer. Debbie will include a comment in the newsletter.
- III. Approve Consent Agenda –**
February Meeting Minutes – 2.20.25
Treasurer's Report – February Financials
Total assets include – Checking - \$74,084.41 Savings - \$172,378.90, for a, total \$246,463.31
Discussion before approval -
- Stan Scheumann provided a preliminary sample of a single page recap report to use for board meetings.
 - Ted Williams requested the officers receive the A/R report on the Monday before board meetings so any late payments can be discussed.
 - Janet Papiernik asked for a total of expenses be listed on the single page recap.
 - Stan continues to work with TNG to obtain Quickbooks data so he can create specialized reports rather than paying TNG extra to do so.
 - Stan also explained that ABCM didn't set up our yearly dues tracking appropriately. TNG does their payment tracking appropriately. Stan did obtain a report for 2024 and has responded to Tom's questions via email.
 - Debbie Woodroof asked whether demand letters should be sent to two units that are now two quarters late on their dues assessments.
- Debbie Woodroof moved and Tom Steinhauser seconded that TNG send demand letter to two unit owners who are two quarters past due on their dues assessments. Motion passed.**

Committee Reports –

Amenities –

- TNG met with Rogers Electric to assess timer issues with the security light at the pool. The timer was adjusted and appears to be running correctly for the time being.
- Simplx training session completed on 3/17 with TNG and officers to discuss monitoring process and fob distribution. TNG will be distributing fobs to new residents and monitoring access to the Simplx system. Additional fobs to have on hand were ordered and will be kept at TNG.

Architecture –

Requests were approved for –

- 5721 Bayside – roof replacement
- 3014 Clipper Cove - patio extension and sidewalk from patio to driveway

Grounds –

- LandArt completed Spring clean-up of beds on March 3. The committee and TNG met with LandArt on March 4 to determine the type of mulch they will use on front and metered side beds and common areas this year. Bed edging prep and mulch application will begin during the last week of March/first week(s) of April, weather permitting. Cost per contract of \$50k max.
- The mowing company contracted by AEP to mow their property has started mowing the easement again on an as needed basis.
- TNG will be scheduling a meeting with a well company, Pfister and committee to assess the status of the well and pump located in the Village's barn.
- March newsletter included an article regarding sewer/water lines responsibility if there is a break in the line coming from the main at the street. Owners were encouraged to check rates with their personal insurance agent or consider using the insurance coverage through City Utilities.
- TNG scheduling a meeting in early April with JA Ford to discuss tree assessment and plans for 2025 maintenance.
- 2024 members of the Goose Patrol have been contacted for 2025 activities. 2025 permit is in place. The group will meet soon to discuss/refresh procedures.

Hospitality –

- The Hospitality team sponsored Bingo several weeks ago and had 14 attendees. It was a fun afternoon and there was a great deal of interest in continuing with other activities. There will be announcements coming out in the future with additional information.
- We'll be meeting in May to plan the summer activities.

Mike Majewski moved and Debbie Woodroof seconded that the Consent Agenda be approved as discussed. Motion passed.

IV. Old Business –

a. Update on Owner Occupied Units –

Debbie reported the owner unit in question has responded to Dan Galbreath's request for an update. They plan to put the unit up for sale. The board wants TNG to send an updated letter to give them a deadline. **Mike Majewski moved and Kenderick Boyd seconded to send a letter requiring the owner to either update the title or put the unit on the market by April 15. Motion passed.**

b. Update on Foreclosure units –

TNG has received and processed payoffs for two units, making them current and in good standing. In looking at the March Financial report, it didn't appear that the payments had been applied appropriately by TNG, so Debbie will be following up with Katrina to insure the dollar amounts have been recorded in the correct line items. The third unit that is still pending. There is a problem with the sales price and the outstanding debt. No update on the status of the fourth unit.

c. Master Plan/Landscaping Remediation Discussion – Mike

Mike discussed the results from the two meetings he recently had with residents and the concept ideas he has for behind Clipper and Seafarer and Old Pond. When he returns from his vacation, he will be meeting with owners to discuss possibilities for screening plantings along the AEP property.

d. 2025 Neighborhood Grant Submission – Mike

Mike submitted the grant request on 3/19. The decision will be announced in April or May.

V. New Business –

a. Simplx Update – Ted/Stan/Debbie

Debbie, Ted, Stan and Dan met with reps from Simplx for a tutorial on how to use the system features. Additional fobs were requested so TNG has a supply on hand. TNG will be managing fob distribution and access.

b. Discussion of Lake agreement between LOB, Village & Villas – Grounds Committee

While going through files that ABCM gave to TNG, Debbie and Ted discovered an agreement between the three communities. The plan is to send a letter to the president of both communities to start the discussion for reimbursement to maintain the lake.

c. April Board Meeting Date Change -

Mike and Ted will be out of town on the next board meeting date of April 17. Everyone agreed to move the April meeting to April 24. Mike will preside. A notice will be included in the April newsletter.

d. Goose Patrol Planning - Ted

The committee has been notified and has accepted the challenge for 2025. The DNR permit is in place.

e. 2025-26 Insurance Update – Bids & Communication Draft –

TNG submitted a report of the agents they have contacted. So far there are only two agents that have responded positively with interest – Gallagher and State Farm. No bids so far. Gallagher has sent inquires to 16 companies and only one, Cincinnati is the only company possibly interested and may request a 3-year policy. Ted and Debbie continue to press for a May 1 bid. Debbie will be working with TNG on the statement process.

f. Tom Steinhauser moved and Mike Majewski seconded that an additional 12 folding chairs be purchased for the clubhouse. Motion passed.

VI. Announcements –

a. April Board Meeting – Next meeting is April 24, 2025 at 5 pm at the clubhouse

b. 2025 Annual Meeting – Thursday, October 16, 2025 – St. Joe Township Hall

VII. Adjournment –

President, Ted Williams adjourned the meeting at 6:50 pm

Respectfully submitted,

Debbie Woodroof
Secretary