

LAKES OF BUCKINGHAM CO-OWNERS ASSOCIATION

Board Meeting Minutes

April 24, 2025

- I.** Vice President, Mike Majewski called the meeting to order at 5 pm
Board Members present: Stan Scheumann, Mike Majewski, Kenderick Boyd, Janet Papiernik Tom Steinhauser and Debbie Woodroof
Absent: Jim McCann, Ted Williams and Karen Gleave
Others present: Dan Galbreath, TNG and Dave Billian and Linda Smith, 5811 Bayside Drive
- II. Resident Concerns –**
- a. Dave Billian and Linda Smith, 5811 Bayside Drive wanted to address in person, their request for a waiver to the owner occupancy bylaw requirement. The board denied their original request in December 2024 and has also denied two subsequent appeals. The board listened to their concerns, thanked them for coming to the meeting, and indicated that a final decision would be mailed to them.
 - b. Debbie Woodroof reported that LandArt had accidentally run into a lamppost in North Lakes while mowing on 4.19.25. The post was secured back into the ground and a hang-tag was affixed to the front door.
 - c. Tom Steinhauser complained about calls not being answered or returned when calling TNG. When asked to confirm who and when these calls were coming from so there could be follow-up completed, Tom refused to give any detailed information. Tom was reminded that without specific information, it is not possible to do any type of follow-up on these concerns.
 - d. Tom also reported that there is an issue needing attention on Kingston that he feels has mold or algae “dripping” down the front of the unit. The unit in question is on the 2025 painting list and any issues will be addressed when painting is completed.

III. Approve Consent Agenda –

March Meeting Minutes – 3.20.25

Treasurer’s Report – March Financials

Total assets include – Checking - \$105,698.36, Savings - \$172,384.18, for a total of \$278,082.54.

Discussion before approval -

- Tom wanted to know if we had thought about investing more of our savings into another form of investment vehicle. Stan will look into other options.
- Stan Scheumann again provided a sample of a single page recap report to use for board meetings. More than one board member at the March meeting had requested this approach be used. Stan will begin using this streamlined format for the May meeting.
- Tom asked who is verifying that TNG is paying invoices and deposits appropriately. He also questioned the accuracy of the P & L report. Tom feels that amounts are not correct. Stan and Mike reminded Tom that we employ an auditor to review our accounts on an annual basis. Mike also reminded Tom that we discuss his concerns on why he feels the reports are not accurate every month. Each month the committee chairs do review the detail financial reports to ensure accuracy. Stan reminded Tom that on April 11, Stan was made aware of Tom’s inappropriate request to TNG for the detailed reports instead of requesting reports and directing questions to Stan. Because of this request, Stan did forward the detailed reports to Tom on 4/11, despite his disregard to ask for them through appropriate channels. Mike directed Tom to stop “hijacking” the meeting time every month.
- Debbie Woodroof reported that demand letters were sent to two units that are now two quarters late on their dues assessments with one unit paying their outstanding assessments. The second unit will be sent a final demand letter and their access fob will be turned off.

Committee Reports –

Amenities –

- Based on Tom’s claim that there may be an issue with the circuit breaker in the fuse box causing the timer to malfunction, TNG has asked Rogers Electric to assess timer issues with the security light at the pool. The timer was

adjusted and appeared to be running correctly for two weeks and then shut off again. Tom adjusted it and it only ran for a couple of days and has been off since.

- April 7 – all access restored for resident fobs to tennis court, where appropriate. Access to restrooms remains only from the inside to Men's room. DO NOT unlock the deadbolt to the outside door until the Women's restroom access is available.

Grounds –

- LandArt completed mulch application to all unit limited common areas, metered side beds and common areas on April 1 and 2. Cost per contract of \$50k max. Granular fertilizer application was completed on April 3 and 4. First mowing of the season was April 15. Entire complex will be completed on each Tuesday thereafter, weather permitting.
- TNG coordinated a meeting with the predecessor company to the original well company and Ted on March 20. The well pump was turned on and is functioning appropriately. The tech recommends we keep the pump running for at least three months to determine the effectiveness of the water level in the lake.
- The mowing company contracted by AEP to mow their property has started mowing the easement again on an as needed basis.
- The committee met with Austin, JA Ford on 3/28 to discuss tree assessment and plans for 2025 maintenance. Austin should have a report by the end of April for the committee to review.
- Pfister performed the irrigation system spring startup on 4/10 and 11. No major problems were identified. Mark will adjust the zone patterns so the system is off on Tuesdays to allow for LandArt mowing. He is working on the plan for the five replacement valves. There are a couple of areas where wiring has been exposed along the lake shore due to erosion that the committee will be assessing for repair and possible rocking.
- The Goose Patrol has started its activities. As of 4/13, 6 nests with a total of 36 eggs were spotted. On 4/14 they began oiling.

Hospitality –

- On 4/9 we played Bunco during our community day at the Clubhouse and had 12 participants. It was a fun day and everyone wanted to do it on a monthly basis. We will do the 2nd Wed. of the month at 1PM at the Clubhouse.
- On May 14 we will be doing a collaborative puzzle. There will be individual puzzles that when completed will join together to make a large picture. Other activities that residents have requested are Hand and Foot, Euchre, Bridge and Bunco.
- We'll be meeting in May to plan the summer activities. Debbie suggested that we ask residents to bring a food item to donate to various food banks. I think this is a great idea if we can find someone willing to deliver the food items.

Debbie Woodroof moved and Kenderick Boyd seconded that the Consent Agenda be approved as discussed.

Motion passed.

IV. Old Business –

a. 2025 Neighborhood Grant Submission – Mike

Mike reported the grant request has been approved. However, we cannot use the funds for sidewalk repairs. We can use it for general landscaping and street trees throughout the community.

b. Update on Owner Occupied Units –

The board discussed the owner occupancy request for exception request from Dave Billian and Linda Smith. **Tom Steinhauser moved and Mike Majewski seconded to send a letter denying the request for exception and requiring the owner to comply with the bylaw, effective immediately. Motion passed.**

We have two additional units that may also be non-owner occupied. Letters will be sent to those owners requesting status verification.

c. Update on Foreclosure units –

Debbie reported that our attorney continues to be in conversation with the owners on both units.

d. Financial Review Payment – Stan

Stan Scheumann moved and Debbie Woodroof seconded that we pay the Houlihan invoice submitted for the 2024 financial review, income tax prep and 1099-NEC payroll forms in the amount of \$5,125. Motion passed.

e. 2025-26 Insurance Update – Bids and Communication Process – Debbie

Debbie reviewed the email from Jason Brimmer. Jason has contacted approximately 15 different insurance carriers. Many have declined coverage due to age and/or amount of units in the complex. Cincinnati appears to be the only solid bid. TNG has prepared a sample invoice. Debbie shared a draft letter dated May 1 explaining where we are with bids and remind residents of the premium components. We have a tight timeline to meet a June 1 effective date. Due dates and late fees were discussed. We will follow the Bylaws as it relates to Insurance. Payment will be due in full and late as of June 15. The board will need to schedule a special board meeting with Jason to discuss the Cincinnati bid. Mike will draft a letter to the legislature about the challenging conditions. Debbie is also attending the Spring Eads, Murray & Pugh seminar and will report on any information.

f. Great American Clean-up Dumpster – Kendrick

A dumpster will be placed on Clipper parking pad on Friday, May 3 and will be picked up on Monday, May 6. Residents can drop trash. TVs and tires should be placed beside the dumpster. LOB will receive \$2 for each TV. Kendrick will coordinate the drop-off. Debbie will place flyers on the mailboxes and send a special email out via TNG.

New Business –

a. Concept Discussion on Amenities Area - Mike

Mike gave a concept presentation on a possible remodel of the interior of the clubhouse to provide better storage and seating for tables and chairs. He will also be working on a possible reconfiguration of the restrooms to allow for better flow and indoor access to the women's room. He will also be working on some outside enhancements.

Tom Steinhauser moved and Stan Scheumann seconded that we buy three additional card tables for the clubhouse. Motion passed.

b. Cluster Box Unit (CBU) Mailboxes - Debbie

Debbie had a conversation with the manager of the Hazelwood Substation who indicated that USPS now considers the CBUs are the associations property and we have to maintain them instead of USPS. There is a mailbox on Bayside that needs to be replaced immediately. Debbie also contacted TNG and verified this is an issue in other complexes. Kendrick said he will try to talk with his contacts to see what else can be done.

c. Pool Opening - Stan

Olympia will start opening the pool process on May 1. The board agreed to maintain the Tuesday-Thursday schedule for water aerobics and adult swim only hours Wednesdays from 3 – 8:30 pm.

d. Painting Reminders – Mike

Mike will review the original paint letter and modify it as a reminder to those on the paint list for 2025. Tom questioned about the role the Association will take if units do not initiate painting by the due dates.

V. Announcements –

- a. **Great American Clean-up** – May 3 – dumpster on Clipper
- b. **May Board Meeting** – Next meeting is May 15, 2025 at 5 pm at the clubhouse
- c. **Garage Sale** – May 15 & 16
- d. **2025 Annual Meeting** – Thursday, October 16, 2025 – St. Joe Township Hall

VI. Adjournment –

Vice President, Mike Majewski adjourned the meeting at 6:50 pm

Respectfully submitted,

Debbie Woodroof
Secretary