Board Meeting Agenda
May 7th, 2026
7:00pm

Roles and Responsibilities

Role	Assigned To	In Attendance	Responsibilities
President	Dan Viessman	X	Lead meetings; confirm quorum/votes; set agenda; represent the board; track follow-through status.
Treasurer	Cody Cox	X	Review financials; support budget/reserves; monitor spending; recommend actions for board approval.
Secretary	Jenna Schultz	X	Record minutes (motions/votes); maintain records; track action items; support required notices/retention
Members	Jacci Haley John Broughton	X	Review, discuss, and vote; provide oversight; serve on committees or as liaisons as assigned
Management Co	Mindy Notch	x	Execute board-approved actions; manage vendor contracts; handle owner communications; advise on compliance; report status and issues.

Agenda

1. Management Company Update I Management Company

Discussion Points:

-new email signature

-Summer services and contracts in places

- Spring Touch- Mosquito control at park
- Beniek-lawn
- Republic-trash/recycle
- Formaneck- irrigation
- Insurance-yearly renewal

-Inquiries out to contractors to assess lighthouse roof/siding

-Outstanding Dues

- 1 homeowner- 4 years behind
- 3 homeowners- 3 years behind
- 3 homeowners- 1 year behind

-Architectural Requests

- 2 deck approvals
- 1 siding approval
- 1 shed denial

Sierra

2. Electronic Communications Amendment I President

Discussion Points:

- Reviewed proposed amendment and mailer for electronic vote
    - Motion passed (Broughton, Haley, Cox)
- Certified mailings go out the week of May 18, 2026

3. Electronic Payment Solution I Treasurer

Discussion Points:

- Identify electronic payment options at Old National Bank
- Explore high yield savings and/or investment options

4. Maintenance Items I President

Item	Owner	Notes / Next Step
Park / Swing Mulch	Greg	Mgt Email List
No Dog Signs (2)	Greg	Mgt Email List
Playground Structure Stain	Greg	Mgt Email List- Need specific date of park closure
Toddler Swing Alignment	Greg	Mgt Email List
Seal Coat Blacktop	Dan	Contact contractors to obtains quotes
Trash Enclosure Replacement	TBD	Inquire with school/wood shop
Benches Replacement	Group Discussion	Inquire with school/wood shop
Evaluations (Park Footing / Lighthouse Roofing)	Tabled	Move to future agenda

5. Mailbox Replacement Roll-Out I Entire Board

Discussion Points:

- Discussed next steps and timeline
- Align on consolidation plan
    - Establish minimum number of boxes per structure
        - Grouping: similar in style now. Each one has 8-10 mailboxes per structure
        - Cluster mailboxes: metal secured with key. 16 mail slots per structure
    - Obtain 3 contractor bids
- Define annual replacement strategy, costs and consolidation standard in future meetings

---

Sierra

6. Open Discussion I Entire Board

Discussion Points:

---

7. Action Item Review

- **Lead:** Secretary / President

Action Item Tracker

Action Item	Assigned To	Due Date	Notes
Electronic amendment updates	Veissman	5/14/2026	Certified mailing week of 5/18/2026
Electronic payment solution research	Cox	9/1/2026	
Maintenance follow-ups	Management	7/1/2026	Park maintenance items for summer 2026
Trash enclosure lead assignment	TBD	8/1/2026	
Mailbox consolidation plan	Board	9/1/2026	