

# HEATHERSTONE HOMEOWNERS ASSOCIATION

## **BOARD OF TRUSTEES Agenda**

**10-15-2025  
6:30pm  
Clubhouse**

### **1. CALL TO ORDER/OPENING REMARKS:**

6:35pm – McKinzie Baker, Steve Musselman, Terri Parker, Michelle Trainor, and Pam Willman. Dean participated via phone from 6:35pm to 7:06pm to discuss the budget.  
Five residents attended the meeting.

### **2. APPROVAL OF SEPTEMBER MINUTES:**

1<sup>st</sup> motion – Michelle Trainor: 2<sup>nd</sup> motion – Pam Willman

### **3. PRESIDENT'S REMARKS:**

Dean asked the residents in attendance if there were any comments or questions.

- A resident expressed concern about the lack of accountability for homeowners not maintaining their properties.
- The Board discussed possible options to address this issue.

The President addressed the proposed 2026 budget, which includes a \$25.00 increase to the annual HOA fee to \$285.00.

- Per the HOA bylaws, a minimum of 25 votes is required to opt out of fully funding the reserves.

- The Board received a total of 23 ballots.
  - 8 in favor of fully funding the reserves.
  - 15 against fully funding the reserves.
- As a result, the Board would need 10 additional votes to successfully waive full funding the reserves.
- The President noted that opting out of full reserving funding could lead to future special assessments for all homeowners.

#### **4. TREASURER REMARKS**

- Review of September delinquency and financial reports.
  - Steve noticed a possible double-billing issue with the insurance company.
  - The Treasurer inquired whether the invoice from Geiler Plumbing regarding the leak near the clubhouse has been received.

#### **5. PROPERTY MANGEMENT REMARKS:**

- McKinzie will follow up with Geiler Plumbing, as the invoice has not been received.

#### **6. UNFINISHED BUSINESS:**

- Annual Budget for 2016:
  - a. The Board reviewed and discussed the proposed 2026 budget with the five residents in attendance.
  - b. The Vice President confirmed the votes received by residents:
    - \* 23 ballots were received. 8 for and 15 against funding.
  - c. The Board verified the required majority of 25 has not been achieved and will ensure all votes are properly documented.
    - \*As of this meeting, the Board determined the \$25.00 increase will go into effect January 1<sup>st</sup>, 2026.
  - d. A Board member suggested extending the voting period through the weekend to allow time for any additional ballots to be received via the mailbox.

- Pool – Planning for 2026
  - a. Pool Service bids for 2026.
    1. The Board reviewed three pool service bids for the 2026 season. SwimSafe was determined to be the most reasonable option.
      - a. The Board discussed the possibility of signing a two-year contract with SwimSafe to lock in the current rate.
      - b. A Board member suggested scheduling a meeting with a SwimSafe representative to address concerns from the past pool season.
      - c. McKinzie will reach out to SwimSafe to arrange a meeting.
  - b. Pool Maintenance:
    1. Patchell Handyman Service has completed the pool door replacement and painting.
    2. Payment has been issued to Patchell Handyman Service for the work completed.
  
- Clubhouse:
  - Tennis Court/Basketball Repairs by Patchell Handyman Service:
    1. Tennis Court Repairs:
      - a. Crack filling and sealing have been completed.
      - b. Striping of the court was not included in original bid.
      - c. The Board would like to receive an itemized bid for The striping the tennis court to include a pickleball layout.
    2. Basketball Court Repairs:
      - a. The poles have been set and require one week to cure.
      - b. Patchell Handyman Services will fill in cracks on the basketball court and reseal around the poles.
      - c. The sealing does not include the whole court.
      - d. The Board will purchase the basketball backboards and hoops; Patchell Handyman Services will handle the Installation.  
The breaker for the pond lights had to be reset.
  - Discussed HOA Insurance Recommendations.
    1. Exit Signage Requirement:
      - a. The new exit signs have been purchased for the clubhouse.

- Game Room Updates – Fall Plans
  1. McKinzie reported the interest earned on the GE Credit Union CD is \$1441.00.
  3. A Board member volunteered to purchase new games and arrange for the pool table to be re-felted.
  4. The Board and residents discussed various options for enhancing the game room.
  
- Residential Issues:
  1. *Dead Tree Removal on Community Property:*
    - a. The Board approved a bid to remove four trees on the common grounds deemed that were deemed unsafe.
  2. *Parking Stickers:*
    - a. A Board member volunteered to distribute the remaining ten parking stickers to residents who have not yet picked them up.
  3. *Pond Winterization Services:*
    - a. McKinzie will follow up with Lake Doctors regarding fountain motor storage and the Polar Blend winter treatment.
  4. *Insurance Communication:*
    - a. McKinzie will follow up with Arden Insurance to request an email be sent to residents regarding the certificate of insurance.
  5. *Document Updates:*
    - a. McKinzie will ensure that all the documents in the Towne Properties portal are current and include the latest Heatherstone documents.

## **7. NEW BUSINESS:**

### *1. 2026 Snow Removal & Lawn Contract:*

- McKinzie believes the current contract is a two-year agreement and will verify the terms.

### *2. Spring Landscaping Volunteer:*

- A resident volunteered to mulch and plant flowers in the spring.
- The Board will revisit and review this plan next spring.

### *3. Asphalt & Repaving Maintenance:*

- The Board will review the bids received for asphalt & repaving work.

### *4. Entrance Way:*

- The Board and residents discussed replacing the “Heatherstone” lettering on the entrance sign.
- The main entrance light needs to be repaired.

## **8. COMPLETED BUSINESS:**

### *a. 2026 Budget Communication*

- The letters regarding the proposed 2026 budget were mailed to residents in early October.

## **9. ADJOURNMENT: 8:22pm**

1<sup>st</sup> motion – Pam Willman; 2<sup>nd</sup> motion – Michelle Trainor

## **10. NEXT MEETING: November 19<sup>th</sup>, 2025**

### **Updated Note:**

No additional ballots were received in the mailbox regarding the proposed 2026 budget; therefore, the HOA fee will increase to \$285.00 on January 1, 2026.