The Oaks Board of Directors Meeting

Tuesday, October 13, 2026

7:00 PM

Neighborhood Clubhouse

1. Call to Order and establish a quorum – Members present: Barrett Hansen, Lindsey Kedrowski, Gene Bartkiewicz, Bryan Murphy, Susan Vance, Vilma Cesar by phone, JT in route.
2. Approval of Minutes – September minutes were not read but will be posted. Gene Bartkiewicz made a motion to approve the minutes. Bryan Murphy seconded the motion, and all agreed.
3. Members Forum – Jacqueline Kribble and her two dogs, Luna and Chloe, appeared at the invitation of the board. The complainant, who was also invited, was not present in person or by phone, but Ms. Kribble answered the board's questions. Issue tabled due to insufficient information. Board is clear there is not a "side" they prefer or support. Board just needs information and suggestions for resolution and would like to hear from the tenants, however, there is a limit to what the board can do in this situation.
4. Officer Reports –
   President – nothing
   Vice President – Flowers Insurance was contacted for a new quote for D&O insurance. Waiting on them to send quote. Information concerning insurance is in the VP folder in a subfolder labled "Insurance".
   Secretary – Nothing
   Treasurer – 88% of assessment dues were paid by 9/30. One TREK payment received in September. One TREK requested by a virtual Title company but no response from them. Discussed need to move money into interest bearing accounts. Board needs to make a concentrated effort to collect outstanding accounts. Deactivation of key cards will have to happen at each of the three key card pads, so we will need three board members to deactivate cards, one at each entry point. Gene suggests we don't reactivate the old card but instead issue new card that has been activated. We cannot reactivate a current card without the current card being in the possession of actual deactivated cards. Property owner must tender old (deactivated) card to get a new, active card or will be charged a lost card fee ($150). November 1 is 60-day past-due mark. November 30 will be 90-days past due. Send letter out November 1 to notified property owners notifying them of past-due account and the repercussion of deactivation of key cards on November 30.

Discussion of Havenbrook property on Leufling that was sold to purchasers without payment of transfer fee and annual dues for the current year. Board will request payment of assessment fee and transfer fee from current owners. Board will waive the late fee on this property. Bryan Murphy moves to accept the Treasurer's report and Gene Bartkiewicz seconds the motion.

Bryan Murphy moves to accept the Treasurer's report and Gene Bartkiewicz seconds the motion. All members agree.

5. Maintenance Committee Report – three bids were obtained for cleaning up vegetation around the pool area and removing all debris from the POA property that the pool is on. Barrett Hansen moves to hire Cord Brown, Comal Property Solution, being the least expensive, and Susan Vance seconds the motion.

   GATE POST REPAIR at Charter Oak Park was needed after a truck struck the post. Garrett Afman helped Bryan Murphy to relocate the post a little further back from the drive and move three giant rocks to prevent further vehicle contact with the card access device and post it is mounted on.

   POOL RESURFACTING report. After reviewing the three bids garnered for the pool repairs, it is clear there are insufficient funds available to pay for resurfacing this year. Various methods of making funds stretch or reducing the cost to accomplish resurfacing this year were discussed, but finally the Board decided to postpone resurfacing until next year when there will be sufficient funds to have the job done properly. This led to the discussion of what to do with the funds we currently have in excess of the immediate bills the POA must pay. (See Finance Committee report.)
6. Communications/Social Committee Report – SOCIAL: Vilma Cesar says she is ready for the Octoberfest potluck 10/17/26 at the Pavillion at 6 p.m. Vilma asks Bryan to send a reminder email blast to members regarding the Octoberfest. She requests that board member come to the Pavillion at 5 p.m. to assist in setting up. Vilma is hoping to recruit some volunteers to help with the social committee.

   COMMUNICATIONS (website): JT reports that he has one prospect to assist us in updating our website, but the guy wants to install a payment button that will pay him some % of the assessment fees paid through the website. Susan Vance says she will set up a 2nd meeting with the person who built the Canyon Springs website.
7. Architecture Committee Report – no report
8. Financial Committee Report – J.T. says of the 45 aging delinquent accounts, only 8 have no email associated. He will research the website to see if they have ever interacted with the website, making it possible to harvest their email from that source. J.T. will research the best way to invest the excess funds the POA currently holds to ensure maximum interest on said funds. He will report back after completing this research. (On October 24, 2026, JT provided the Board with a power

point presentation via email setting out a proposal to distribute the funds between various short-term investment vehicles to maximize the interest income and ensure insurance on the entire amount.) Discussion of how to invest the money not needed immediately to maximize interest on the funds and to ensure all funds are FDIC insured. JT offers to pull together a proposal for short-term CDs and money market investments. Motion to deactivate gate cards at the end of October is withdrawn after discussion. Board will instead send "stern letter" by 11/1, with any delinquent accounts having amenities access cards deactivated on 11/30. Regarding a new purchase, Susan Vance will send an email to the purchasers informing them of the late fee that has been postponed for one month since they are new purchasers.

9. Legal Committee Report – Susan Vance will work on updating the "stern" letter to be sent in attempts to encourage members who are delinquent on assessment dues to come current. Susan Vance will update the following forms: Request for Variance, Payment Plan agreement, "stern" dunning letter. Barrett Hansen will do a brief on what the POA has to pay taxes on.
10. Old Business – None
11. New Business – None
12. Adjourn – Bryan Muphy moves to adjourn, Barrett Hansen seconds motion. All agree.