

## **Tiara at the Abbey Monthly Trustee Meeting Minutes – March 19, 2025**

### **Teams Meeting – 6:00 – 7:30 PM**

**Attendees:** Doug Groom, Larry Womack, Mike Ried, Paula Beier, John Ingram

**1. New Board Member –**

- a. Welcomed John Ingram – confirmed successful e-mail test.
- b. Briefly discussed onboarding and working protocol.

**2. Approval of Annual Meeting Minutes –** Moved for and received approval of Annual Meeting minutes. Paula will request posting (with ratified budget).

**3. 2025 Financials –** As of February month end, there were 16 homeowners who still owed for the 2024 Annual + Special and 16 homeowners who still owed for the 2024 Special. There were 26 homeowners who ‘owed’ the Special but have a pre-paid balance whereby Ernst will recognize the Special from the respective individual pre-paid balance (thus reducing the comprehensive prepaid balance) as the 2025 invoices are generated. There are two homeowners who owe for past years. Expenses were as expected.

**a. Next Steps:**

- i. Finalize cover letter(s) for 2025 and past due assessments outstanding to accompany invoices. Paula provided a draft letter based on previous discussions for group markup – all will provide comment and feedback. John will provide an alternative version for those homeowners with past due balances. Team agreed to April 30 due date. Team continued to work through when to escalate to legal and/or lien actions.
- ii. All members to review proxy draft (for indenture change or correction to the amount) and provide markups. Will also be due back from homeowners by April 30<sup>th</sup>.
- iii. Once letter verbiage agreed, mail the invoices and proxy ballots.
- iv. Paula will reach out to Renee about a few homeowners with outstanding balances who may be using alternative addresses to the street address of the home.

**4. Ground/Lake Maintenance RFP’s –** Larry and Renee sought bids. Paula provided a spreadsheet summary of the five vendor responses. Reviewed bids and determined

next steps. Larry to reach out to prospective new vendor and will ask Renee to contact the other bidders who were not chosen at this time, after chosen vendor agrees to contract. Larry will also arrange for the vendor to inspect the damage to the island on Christina so that we can respond to the claim to be handled by the garbage truck company.

5. **HOA Insurance** – Doug and Paula continue to seek bids for potential replacement coverage as our current provider exits the business.
6. **Dam Repair** – Mike provided an update on main Dam repairs. Repairs have been completed. Once the water level drops, a further inspection will be required to determine if the issue is fully resolved, or if any further remedial action is required.
7. **P.O. Box** – Doug will return key to post office and do a final check of the box.
8. **Indentures/Violations** – Discussed pending status/new issues and agreed to direct Ernst to take the appropriate actions.
  - a. Indentures – Storm repairs, roofs, etc. Mike to respond with approval for a roof replacement request.
  - b. Violations
    - i. Halloween decorations have been removed. No further action.
    - ii. In January, sent a second notice regarding commercial vehicle repeat offender. (Indenture 35). No further action currently.
    - iii. In January, sent a second notice about commercial vehicle repeat offender/park in street. (Indenture 35/37). No further action required.
    - iv. Trustees agreed to move forward with fine in e-mail this week. In January, sent a second notice about trash cans, repeat offender. (Indenture 30). Paula has asked Renee to confirm the fine was sent to correct address as Ernst tracker indicates it was sent to a different address.
    - v. Asked Renee to send notice re Trailer with the side/by/side. Has not been there last few days. No further action currently.
    - vi. There is one home on St. Benedict (Mike/Larry to provide address/pics to Ernst) that has been parking in street overnight violating indentures/creating a safety concern.

**9. Incorporation/Deeds** – Doug advised that legal actions are proceeding.

**10. March Annual Meeting Action Items**

- a. Discussed timing for mid-year meeting to discuss Indenture proposals. Saturday, September 6 has been tentatively chosen (after summer vacation season).
- b. H.O. request to provide financial update at mid-year meeting. Noted.
- c. Discussed specific drone/commercial vehicle situations. Both have been addressed for now.

**11. Other Agenda topics?**

- a. 1 garage Request – more documentation to be provided once available. Hold for now.
- b. 1 retaining wall request – there were no concerns – move forward with approval. Doug to advise Renee.
- c. Were Microsoft Fees transferred to Ernst? - Paula to follow up with Ernst.
- d. Fish Restocking – Mike to seek information to inform fish stocking plan and report back.

**12. Meeting adjourned**