

**WOODLAKE CONDOMINIUM ASSOCIATION
ANNUAL HOMEOWNERS MEETING MINUTES**

December 2, 2025

DRAFT

Called to order at approximately 5:30 pm.

Present: Homeowners Lesly Peters (C101), Sarah Steele (D201), Pamela Bergmann (F201), Ron Tidler (A201), Rory Ober (B101), Deborah Dixon (F102), Jennifer Young (H201), Jarret & Jo Blas (C102), Cale Palmer & Farrah Greene (B102), Dylan Drenner & Sarah Yoder (A102), Kevin Casey & Tracey Perry (E101), Mary Beth Farkas (H202), Jo & Jarret Blas (C102), Jed Weingarten & Lynn Dewey (A202); PMSI Representative Crystal McDonald, PMSI Admin Sydney Howard.

Determination of Quorum: With 14 owners present and 5 represented by proxy, management declared a 53% quorum pursuant to the Association's Bylaws, which requires a minimum of 51% (based on unit owner's percentage of ownership) of the 36 units. A record of those present and proxy statements are available for review at the management office.

Proof of Notice: Management confirmed notice of the meeting was sent by US mail to all owners on November 5, 2025. Receipt of proxies confirms receipt of notice.

Approval of Agenda: The quorum requirement listed on the agenda is incorrect. The agenda states 30% of xx; it should state 51% of 36 units (based on unit owners percentage of ownership). Sarah Steele moves to approve the agenda as corrected (quorum), Pamela Bergmann seconds, motion carries without objection.

Previous Annual Meeting Minutes: The December 9, 2024 annual homeowners meeting minutes were unanimously approved as presented by a motion duly made (Sarah Steele) and seconded (Pamela Bergmann).

President's Report: A copy of the President's report was provided with the agenda packet previously distributed. No questions were presented regarding the President's Report. The President's Report was unanimously approved as presented by a motion duly made (Sarah Steele) and seconded (Telisia Brown).

Financial Report: Review of the November 30, 2025 income & expense statement and balance sheet. No large out of ordinary expenses. The financial report was unanimously approved as presented by a motion duly made (Telisia Brown) and seconded (Lynn Dewey).

2026 Budget – Inquiry regarding the annual reserve allocation for 2025 and amount collected; the monthly reserve column contained an error – the monthly amount should have been \$4,908 versus \$3,609. The 2026 budget anticipates no dues increase. The 2026 budget was approved without objection by a motion duly made (Lynn Dewey) and seconded (Telisia Brown).

Election of Board members – The Board is comprised of 5 members. There is one vacancy and three terms expiring (Lesly Peters, Telisia Brown, Lynn Dewey). Lesly Peters, Telisia Brown, Sarah Yoder, and Farrah Greene-Palmer were duly nominated and elected. There was no opposition to the election of these nominations.

Owner Q&A:

Jennifer Young inquired about the bay window experiment mentioned at last year's annual meeting. Jed Weingarten reports there has not been any leaking since the work was done, however it has not been tested with big snowfall. A suggestion was made to post the contractor Jed Weingarten used to the Association's website; this will be completed once the contractor has been vetted (properly licensed, insured, etc).

Telisia Brown inquired about the results of the fitness room survey. The purpose of this survey was to bring awareness as to how much of the budget is allocated solely to the fitness room. Only seven people responded. Majority of the responses (5) were people who use the fitness room and/or believe it is a good selling point for the Association. A comment was made more input is needed, with Jennifer Young volunteering to call owners or go door-to-door for more input. A comment was made as to what will become of the space if not a fitness room.

Adjournment – 6:26 pm by a motion from (Sarah Steele), seconded by Lynn Dewey).