

December 9th, 2025 HOA Meeting Minutes

In attendance:

Wanda Richardson
Casey Fuller
Jessica Dotson
Jacqui Johnson
Klaus Philipsen
John Fox
Shanna Strickland
Rizwan Mahmoodi

6:33pm Meeting called to begin

6:34pm Discussion of dues statement letter

Wanda asked about digital payments, but Casey suggested not mentioning that since we do not have a method or plan for a method of digital payment. Discussion of tone and wording of statement. Established that the statement will be sent out to all residents regardless of balance owed around January 1st. A second statement letter will be drafted for households that continue to owe large balances afterwards. Klaus recommended stamping envelopes with "Statement enclosed." Discussion of what the itemized statements should look like in regards to amount of detail.

7:13pm Newsletter

Summary of newsletter content we already have to include. Proposed getting the newsletter printed by the week of December 22nd and distributed that week to ensure the newsletter is out before the statements are mailed.

7:16pm Future meetings and next steps

Future meeting - February 10th, 2026. February's meeting and the other future meetings to be posted in the newsletter and the website.

7:19pm Wanda proposes to adjourn meeting