

Country Lakes Homeowners' Association
Trustee Meeting
January 12, 2026

1. Call Meeting to Order:

Meeting of the January 12, 2026, Country Lakes HOA Board was called to order by President Bill Hanigan at 7:08 PM, Monday, at 3953 Hedgewood Drive (Hanigan residence)

Board Members:

Bill Hanigan – in person

Kerry Winer – in person

Vince D'Angelo – in person

Jim Veglia – in person

Don Kelley – remote by phone

Other Requested Attendees:

Bruce Buller – in person

2. Actions Taken by the Board Without a Meeting Since Last Board Meeting:

- a. None

3. Approval and Review of Minutes: Jim Veglia

Motion to approve December 8, 2025, meeting minutes:

Motion to approve: Bill Hanigan

Seconded: Don Kelley

Vote: Motion passed

Motion to approve December 8, 2025, Executive Session minutes:

Motion to approve: Bill Hanigan

Seconded: Vince D'Angelo

Vote: Motion passed

4. Financial Report: Don Kelley

- a. Treasurer's Report:

- i. Financial Update:

As of 12/31/2025 the Balance Sheet showed a balance of \$475,999 with \$471,233 in Reserve.

As of 12/31/2025 the P&L Statement showed actual expenses YTD to be \$313,224 against a YTD budget of \$306,628; and actual reserve expenses of \$30,445 YTD against a budget of \$40,371 YTD.

ii. Edward Jones Reserve Fund Report:

As of 12/7/2025 the current (Quarterly) rotation of CDs with a 12-month maturity:

Maturity Date	Maturity Value	Rate of Return
1/29/2026	\$111,000	4.15%
4/30/2026	\$112,000	4.00%
7/22/2026	\$114,000	4.15%
10/23/26	\$110,000	3.65

Motion to approve Treasurer's Report:

Motion to approve: Jim Veglia

Seconded: Kerry Winer

Vote: Motion passed

- b. The board President reported on a fraud attempt related to the HOA's credit card. The President discovered this attempt, notified the card issuer and a new card was issued with no impact to the HOA.

5. Design Review Committee Report: Vince D'Angelo

- a. New DRC Resident Applications and their Status: None
- b. Other: None

6. Property Manager (PM) Report: (Bruce Buller)

- a. Property Manager's Report
- i. Activities
- 3954H (Konopinski) called about damage to a sprinkler head caused by the snowplow. Jackson Hunter was notified to repair. Resident also reported a siding issue alleged to have been caused by lawn maintenance. This issue will be addressed further in the spring.
 - 3949H (Eckert) called about leaves in their front yard. PM contacted Eckliff and asked him if he would remove the leaves when he is doing planned work projects.
- ii. Contractors
- Eckliff
 - a. Working on 3 projects approved at the December 8, 2025 meeting.

- Jackson Hunter
 - a. Using the guard shed security cameras, it was determined that a Jackson Hunter plow damaged the street sign at the corner of Fox Meadow Drive and Watercourse Drive. PM working with J&J Renovations and Jackson Hunter to effect repairs.
 - b. PM called Jackson Hunter about Country Lakes' roads being snow covered while surrounding roads were not. Jackson Hunter sent a crew that day to further remove snow.
 - c. PM contacted Jackson Hunter about numerous lawns with plow damage. Most have been repaired, but several issues will have to wait until spring.

7. Welcoming Committee Report: (Don Kelley)

- a. Chairman is currently working with the Assistant Treasurer to determine new residents to contact for orientation.

8. HOA Management Software

The Secretary demonstrated the HOA new website as well as the Owner portal of the new HOA management software. Rollout of the new system to HOA members is targeted for the June 2026 annual members' meeting.

9. Old/New Business:

- a. The Board discussed the HOA's attorneys' newsletter about "Navigating the Risks and Rewards of Association Facebook Pages". The attorneys opined about the risks associated with HOA related Facebook pages created by HOA members without the Board's consent or approval. The Board determined to remove reference to a current HOA member's Facebook page from the HOA's website. In addition, the member will be requested to add a disclaimer to their Facebook page indicating that the page is not associated with the HOA or HOA board.
- b. The Vice President reported on questions he asked an Ohio CPA on behalf of the Board and related to use of various HOA funds. Questions and answers are contained on the last page of these minutes.

10. Next Meeting March 9, 2026

- a. Location: 4004 Hedgewood Drive, D'Angelo Residence

11. Adjournment

- a. Motion to adjourn: Vince D'Angelo at 8:59 PM

12. Executive Session – None

Questions for a CPA with HOA Experience – January 10, 2026

- Can the Interest derived from the Reserve Funds be used to pay year end taxes that are based on interest from the Reserve Funds? *(YES, for Non-Profits – Why are we paying taxes? Whoever thinks we need to pay taxes should provide the specific tax code reference!) Also, the CPA would like to see a copy of last year's filed tax form to see if we are filing correctly)*
- Can the Reserve Fund Interest be used to cover Operating expenses? *(YES)*
- Can Reserve Funds be used to pay Operating Expenses if the withdrawn amount is repaid by the end of the same year? *(YES)*
- Does an HOA need to have separate financials for their Operating and Reserve Funds? *(YES – Suggests filing income & expense activities for each. However, both financials can be filed on the same report)*
- Can a Non-Profit HOA show a net positive balance at year end on the Operating side of the financials? *(YES)*
- Can a Non-Profit HOA show a net positive balance at year end on the Reserve side of the financials? *(YES)*