Meeting Minutes

Date : July 14, 2026
Time : 7:04 p.m.
Location : **Temporary Location*

Attendee List

Board Members Present:

- Patty Neuman (President/Chair)
- Virginia Shanholz (Vice President)
- Robin Knapik (Treasurer)
- Dan Walsh (Trustee)
- Chris Rio (Trustee)
- Hardy Duerig (Secretary)
- Paul Thomas (Building Committee Chair)
    - Stephanie (Guest)

Absent:

- Dennis Palys (Trustee)

Approval of Prior Meeting Minutes

The Board reviewed the prior month's meeting minutes.

Motion: The prior meeting minutes were approved as presented. PN motion, RK seconded, all approved.

Treasurer's Report

The Treasurer presented the June 2026 financial statement and July 14, 2026 register, along with reconciliation information, outstanding checks, deposits, and current expenditures.

- June 30, 2026 statement balance: $14,956.27.
- July 14, 2026 register balance: $22,784.84.
- The report reflected common-area utility bills and other operating expenses.
- An insurance claim payment of $8,200.42 had been deposited.
- Outstanding checks and checks issued for maintenance, assessment letters, secretary/treasurer duties, and landscaping were reviewed.
- A replacement check was to be issued to Paul Thomas for previously outstanding reimbursement/maintenance expenses.

Motion: Accept the Treasurer's Report. VS motion, DW seconded, all approved.

Action: The Treasurer will email a copy of the report to the Board member who requested a copy for the association's records.

Community House Security and Vandalism

The Board discussed additional vandalism and disturbances at the community house and surrounding property. A hole had been burned into the asphalt, and debris associated with the incident was found on the property. The police had been contacted, a report was filed, photographs were taken, and the property was expected to

receive additional patrol attention. Members also discussed recurring late-night activity involving dirt bikes and electric scooters.

The Board discussed security cameras, internet service, signage, and the possibility of fencing. The consensus was that cameras and appropriate electronic-surveillance signage would provide a reasonable deterrent without unnecessarily restricting legitimate community use of the property.

The Board deferred the final camera selection pending review of available equipment and internet installation.

Tax Sale / Foreclosure Property and Assessment-Letter Matters

The Board reviewed several properties associated with tax-sale, foreclosure, or delinquent-dues matters, including properties referenced at 7817 E. Maplewood and 3007 Michael, as well as a property at 2807 Benjamin reported by the MPOA as having been taken over by a bank.

The discussion focused on protecting the association's financial interests when properties are sold or foreclosed, including the importance of timely assessment letters and, where appropriate, participation in court proceedings or claims so that amounts owed to the association are not lost.

One property inquiry showed approximately $25 in dues owed; another showed approximately $60 owed. The Board discussed the cost-benefit of pursuing relatively small balances through court proceedings and emphasized monitoring bank-owned properties and future sales.

Collections, Boat Launch Key Fees, and Records

The Treasurer reported that additional dues had been received and that only three residents remained delinquent on boat launch key fees; all three had been contacted. A key-holder list was requested for administrative use, with the understanding that the information should be handled appropriately and shared only as needed.

The Board also discussed the ongoing clearing and organization of the file room. Records had been removed from the back office and were awaiting sorting. Members discussed retaining essential historical, legal, property, and association records while disposing of outdated routine materials. The general discussion referenced retaining records for approximately the most recent ten years, while preserving historically significant documents such as original deeds and foundational association records.

Action: Board members will coordinate a work session to sort and organize the records. Proposed date of the following Tuesday, July 21, with final timing to be coordinated among participants.

Community House Water Intrusion, Doors, and Exterior Drainage

A substantial portion of the meeting concerned water intrusion, building damage, doors, drainage, and the association's insurance claim. Members reviewed observed water damage, deteriorated doors, cracking and settlement of portions of the slab/driveway, and possible sources of water entering the building.

The Board discussed the need to determine the source of the water before completing interior remediation. A controlled water test was proposed to identify where water is entering through the exterior walls and door areas. Members agreed that this would provide useful information before committing to larger drainage work.

The front entrance door was identified as needing replacement. Discussion also addressed commercial-door requirements, outward door swing, ADA accessibility, and the possibility of cutting back asphalt/concrete and constructing an accessible transition/ramp so the replacement door can operate properly.

An awning over the front entrance was also discussed as a relatively immediate measure to reduce driving-rain exposure. The Board expressed support for addressing the door, awning, and driveway/drainage issues in a coordinated manner.

The Board received preliminary pricing information for a replacement double door, including a potential local vendor contribution, but final pricing remained subject to updated quotations, installation, painting, and the additional rear/side door.

Action items: coordinate the water test; obtain updated door quotations, including the rear/side door; investigate the drainage/driveway conditions; and proceed with measures necessary to minimize additional water intrusion before interior remediation.

Interior Demolition and Insurance-Related Restoration

The Board discussed removing damaged drywall and other materials from the community house after association records and paperwork had been relocated. Members discussed coordinating demolition with a same-day dumpster delivery and removal to reduce the risk of unauthorized dumping or improper disposal.

The Board noted that the dumpster cost would need to be reviewed/approved when the work was ready to proceed. The group discussed handling the dumpster decision by text between meetings if timing required prompt action, using the association's stated simple-majority threshold.

The Board also discussed accepting reusable kitchenette cabinets being removed from another building at no cost. The cabinets were described as being in good condition and potentially suitable for redesigning the community-house kitchen.

Motion: Accept donated kitchenette cabinets. PN motion, VS seconded, all approved. The cabinets will be stored and evaluated for incorporation into the community-house kitchen redesign.

Community House Electrical and Ceiling Safety

The Board discussed unsafe electrical conditions observed at the community house, including exposed/hanging wiring associated with existing light fixtures. Members expressed concern that the condition presented a fire and safety risk.

The discussion favored removing the existing ceiling/lighting arrangement where appropriate and installing new, efficient surface-mounted LED fixtures. Occupancy sensors were discussed as a way to improve usability and reduce energy waste.

Paul Thomas and other members identified possible volunteer or discounted electrical assistance. The Board also discussed coordinating electrical work and ceiling demolition with the broader demolition and dumpster schedule.

Website and Public Communication

The Board discussed updating the association's website to replace outdated information and provide a current statement explaining the community-house insurance claim and restoration work.

The proposed statement would explain that the insurance adjuster's estimate was approximately $30,000 while the initial payment received was approximately $8,200, with the possibility of recovering a substantial additional amount if eligible work is completed within the insurer's required timeframe and properly documented/inspected.

Bill, the association's webmaster, will assist with updating the website. The draft public statement was circulated for Board review, with members generally indicating support and no substantive objection recorded.

Financing / Line of Credit

Because restoration expenditures may need to be incurred before additional insurance proceeds are available, the Board discussed obtaining a line of credit or other short-term financing.

The current banking relationship and an anticipated bank transition were discussed, including uncertainty about whether financing would be available immediately and whether the association would need to establish a new banking relationship. Other financial institutions and credit unions were identified as possible alternatives.

The Board agreed that inquiries should begin immediately rather than waiting for the anticipated bank transition. The community house and associated lots were discussed as potential collateral, subject to lender requirements.

Action: DW will inquire with potential financial institutions regarding a line of credit. Other members will also make inquiries as appropriate, including with local banking/credit-union options.

Internet Service and Security Camera Infrastructure

The Board returned to the internet/security-camera issue. Frontier service was identified as the preferred option at approximately $49.99 per month for the initial two-year period, with the transcript indicating an expected increase to approximately $59.99 thereafter. A one-time installation charge of approximately $50 was also discussed.

The Board discussed using the internet connection primarily to support security cameras, while also providing useful connectivity for other community-house needs.

Action: DW to investigate availability and pricing of FEIT security cameras, including availability through Costco or online.

Motion: Proceed with installation of internet service at the community house. CR motion, DW seconded, all approved.

Action Item Summary

Action Item	Responsible Party	Timing / Notes
Email Treasurer's Report for association records.	Treasurer	After meeting / as requested
Coordinate file-room records sorting and retention/disposal work session.	Board members	Target discussed: following Tuesday
Conduct water test at community house to identify water-intrusion sources.	Paul Thomas / building team	As soon as practicable
Obtain updated quotations for front and rear/side commercial doors, installation and related work.	Building/Board representatives	Promptly
Investigate driveway/drainage conditions and solution for door swing and ADA access.	Building team	Coordinate with door work
Coordinate interior demolition and same-day dumpster service; obtain approval of dumpster cost when ready.	Board / project lead	After records are removed
Evaluate and incorporate donated kitchenette cabinets into kitchen redesign.	Building/project team	During renovation planning

Address unsafe electrical/lighting conditions and evaluate new LED/occupancy-sensor lighting.	Building/project team / electrician	During demolition/restoration
Update association website with current insurance/restoration statement.	Bill / webmaster	After Board review
Inquire about line-of-credit options with banks/credit unions.	Dan and other Board members	Begin immediately
Investigate FEIT security cameras and availability.	Dan	Before/alongside internet installation
Arrange Frontier internet installation at community house.	Designated Board member	As soon as scheduling permits

Secretary's Certification

These minutes summarize the deliberations, motions, decisions, and action items from the meeting and are formatted for board review and approval. They are intended as formal minutes rather than a verbatim transcript.

Respectfully submitted,

Hardy Duerig
Secretary WVIA

Next Board Meeting:
Date : August 11, 2026
Time : 7:00 PM
Location : *TBD