



# PHEASANT POINT I HOMEOWNERS ASSOCIATION (“PP1HOA”)

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Annual Meeting

A G E N D A

Tuesday, January 20th, 2026 @ 6:30 p.m.

Virtual Meeting: ZOOM

## **Board of Directors (“Directors” or “Board”):**

- a. Craig J. Klaas
- b. Deneen Wellik
- c. Melissa Thomley

## **Officers**

- a. **President:** Craig J. (C.J.) Klaas
- b. **Vice-President:** Deneen Wellik
- c. **Secretary:** Mary Whitcomb
- d. **Treasurer:** Deneen Wellik

## **Committees**

1. **Architectural Control Committee (“ACC”)(Created in Article XIV of Bylaws)**
  - a. Sonali Hanson
  - b. Dale Egeberg
  - c. Mary Ozers
  - d. Erin Sebens
2. **Parks Committee (“PC”)(Created by need and not as a requirement of the Bylaws)**
  - a. Mike Schubert
  - b. Brian Arndt
3. **Mailbox Committee (“MC”)(Created by need and not as a requirement of the Bylaws)**
  - a. Mike Schubert
  - b. Craig J. (C.J.) Klaas

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## **1. Call meeting to order**

## **2. President’s address**

### **As outlined in Bylaws & Covenants & Restrictions...**

- Purpose of HOA
- Number of lots/members
- Definition of “quorum” (51%) for transaction of business
- Powers & duties of directors elected by members
- Powers & duties of officers elected by directors
- Importance of annual budget and inability of board to spend more than \$1,000 in excess of budget without member approval

- Amendment of Bylaws requires 67% agreement of the current lots
- Plat map & outlot 2 photos.
- PLEASE READ the Covenants & Restrictions available on our website: [bit.ly/pheasantpoint](http://bit.ly/pheasantpoint)
- Electronic access to core PP1HOA documents and information (ex: Covenants and Restrictions, Bylaws, Amendments, Meeting minutes, Newsletters, Mailboxes, etc.) ([bit.ly/pheasantpoint](http://bit.ly/pheasantpoint))
- We live in an AMAZING neighborhood and we hope the PP1HOA can play a small part in keeping it that way.
- The PP1HOA Directors and Officers follow a “Parliamentary Procedure” for running our annual meetings, which are then governed by “Robert’s Rules of Order” which include “Main Motions” requiring a 2nd, with a vote thereafter.

### 3. Roll of Lot Owners

Certify Proxies

Verify Quorum

### 4. Approval of Minutes From 2025 Meeting.

### 5. Treasurer’s Report (Deneen Wellik)

- Balance of Accounts (As of 1/1/2026):
  - **Pond Account CD:** \$18,165.73 (Was \$17,348.61 1 year ago)
  - **Pond Savings Account:** \$1,501.44
  - **General Account:** \$11,362.87 (Was \$15,124.43 1 year ago).
- We spent about \$4,536.98 more than we collected in dues and assessments in 2025 due to the one-time expense of concrete curbing around monument landscaping, but less than was approved by members in our 2025 budget.
- Explain Long-Term Pond Fund
- Dues were \$247.68 per lot in 2025 and there was a special assessment for monument concrete curbing of an additional \$142 which brought the total dues for 2025 up to \$389.68. Dues will continue to be assessed with cost of living increases as the cost of services for the HOA have all increased substantially. According to our Bylaws, only the budget needs to be approved by lot owners annually and not the dues. Dues are levied by the Officers and Board resulting from the approved budget and any reserves or lack thereof.
- This year’s dues can be paid by check, Zelle, or Venmo. Information will be communicated on these payment options with the dues statement.
- **Notice regarding annual dues late fees:** As outlined in our Bylaws in Article XII under section Three and Four, we will begin assessing late fees for payments that are more than 30 days past due in accordance with the Bylaws.

### 6. Secretary’s Report (Mary Whitcomb)

- **Facebook Page:** There are currently 65 members on our Facebook page between Pheasant Point and Pheasant Point 1 HOA’s. The page has been a convenient way to share information among the residents. If you would like to join this neighborhood Facebook group, please email Mary Whitcomb at [mewhitcomb@gmail.com](mailto:mewhitcomb@gmail.com) for a link.
- **Neighborhood Directory:** To save time and money we have decided not to update, print, and supply physical copies of our directory. We will return to simply managing the online directory and supplying contact information to neighbors as needed.
- **Neighborhood Picnic:** The past two neighborhood picnics (in 2023 and 2025) were a great success with about 75 neighbors attending each one. We intend to continue this tradition.
  - We will be asking if any PP1HOA member is interested in hosting the picnic/bbq at their home/lot near the end of our meeting under “new business”.

- **Online Access Reminder:** Electronic access to core PP1HOA documents and information (ex: Covenants and Restrictions, Bylaws, Amendments, Meeting minutes, Newsletters, Mailboxes, etc.) ([bit.ly/pheasantpoint](http://bit.ly/pheasantpoint))

## 7. Committee Reports

### a. Parks Committee (“PC”) Report (Mike Schubert & Brian Arndt)

- **2025 projects**
  - Concrete curbing was installed at all monuments and turned out great!
  - Spraying for weed control was completed (Thanks Brian Arndt!)
  - Condition of monuments is looking good for 2026 with minimal work needed to maintain them - no work day will be needed
- **2026 projects to consider**
  - Replace dusk to dawn lights at Summerfield and Timber Lane when they fail (currently starting to fail) ~\$1000
    - Already done. It only cost the HOA about \$300.

### b. Architectural Control Committee (“ACC”) Report (Dale Egeberg, Mary Ozers, Sonali Hanson, Erin Sebens)

- The ACC is here to help neighbors be aware of our covenants and work with you to get your projects approved. The ACC works in conjunction with the HOA Board.
- The ACC handles ~5-10 requests annually: Garage additions, fences, home & materials updates, landscaping updates
- Friendly reminder about the need to have a front light post (or comparable) to keep our neighborhood safe. If your light is not working, sometimes the light socket needs to be cleaned of debris (car putty or a wet wipe work well to clean it out) to make a good contact with the bulb.
- Reminder about evergreens and disease. The ACC can help advise, based on local landscaper recommendations, on trees that are more resistant than those listed in our covenants. Pine blister is a newer disease in the neighborhood affecting our white pines (trees which can live 100+ years); it can be reduced by removing current/gooseberry plants (symbiotic host) and old wood piles (beetles infest the weakened tree) from nearby, as well as trimming infected branches which look brown on the tip.
- We've had some questions about compost bins. Please feel welcome to reach out to the ACC and/or your neighbors about where to place it. In a northern climate, compost bins work best when in full sunlight for the microbes to work, but it is good to not let it completely dry out.
- The ACC can offer an easy-to-use spreadsheet (ask Mary Ozers for a copy) to help you calculate your landscaping points, if you want to make sure you have enough. Simply plug in your answers, and your points are calculated based on our covenants.

### c. Mailbox Committee (“MC”) Report (Mike Schubert & Craig J. (C.J.) Klaas)

- Mailbox refurbishing services are generally offered annually in the Summer for about \$50.
- Condition of Mailboxes
  - Mailboxes and wooden parts must be kept in good condition with the same components and colors determined by the PP1HOA.

- Observations by mailbox committee
- Mailbox Parts Price Estimates (supplied by Mike Schubert):
  - \$260: Mailbox and copper covering
  - \$160: Newspaper slot
  - \$280: Post
  - \$190: Address plate
  - Installation not offered by HOA.
- Mailbox details and parts (requirements, measurements, paint colors, etc.) on PP1HOA website.
- Consider for 2026 supplying mailbox paint to those owning mailboxes in need of refurbishing - Cost estimate of ~\$150
- Letters placed in newspaper slots for those mailboxes needing attention did not result in any action by HOA members / homeowners in 2025.

## 8. Unfinished Business

- None

## 9. New Business

- **Budget Approval:** Review and approve 2026 budget
- **Summer 2026 PP1HOA Picnic/BBQ:** Is anyone interested in hosting?
- **Scams Notice:** Problems with emailing phishing scams due to email addresses being publicly available on the webpage. Therefore, unfortunately, we needed to remove email addresses and phone numbers from the website contact information. Only names and addresses remain.
- **Ongoing Discussion:** Multiple proposals for modifications to our Covenants and Restrictions which requires a 67% majority vote of our current HOA members including (but not limited to):
  - Language clarity around “single family residences” and allowance for homes to be long term rentals (at least 1 year).
  - Allowance for installation of a chicken coop on a lot.
  - Language clarity as it relates to pools and fences.
  - Language clarity as it relates to the installation of solar panels.
- **Questions?**

## 10. Adjourn