



Pheasant Point 1 Homeowners Association (“PP1HOA”) 2026 Annual Meeting Minutes

Meeting Date: Tuesday, January 20th, 2026 @ 6:30pm

Meeting Format: Parliamentary Procedure

Meeting Location: Virtual Meeting: ZOOM

Board of Directors (“Directors”):

1. Craig J. (C.J.) Klaas (Present for the meeting)
2. Melissa Thomley (Present for the meeting)
3. Deneen Wellik (Present for the meeting)

Officers:

1. **President:** Craig J. (C.J.) Klaas (Present for the meeting)
2. **Vice-President:** Deneen Wellik (Present for the meeting)
3. **Secretary:** Mary Whitcomb (Present for the meeting)
4. **Treasurer:** Deneen Wellik (Present for the meeting)

Committees:

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

Meeting Called to Order: 6:33 p.m.

Adjourned: 7:33 p.m.

I. Call to Order & President's Address

Craig J. (C.J.) Klaas called the meeting to order and opened with the President's address. Key points included:

- **HOA Purpose:** Discussion on enforcing covenants, maintaining monuments, landscaping, trees, lawns, outlots, and the two ponds on Lots 1 and 2.
- **Member Responsibility:** Members are encouraged to read and remain familiar with the Covenants and Restrictions.
- **Digital Access:** Meeting agendas and minutes will be posted online at bit.ly/pheasantpoint. Mary Whitcomb will notify members via email when updates are live.
- **Governance:** * There are 53 lots; each homeowner/lot carries one vote.
 - Covenants require **67% approval** for amendments.
 - The Board cannot spend more than **\$1,000** in excess of the approved annual budget.
 - Meetings follow **Robert's Rules of Order**, requiring a "Main Motion" and a second for voting.

II. Roll of Lot Owners & Quorum Verification

The roll was recorded by Mary Whitcomb (Secretary), Deneen Wellik (VP/Treasurer), and C.J. Klaas (President).

Quorum Status:

- **Proxies Certified:** 16
- **In-Person Attendees:** 20
- **Total Representation:** 36 of 53 Lots (**Quorum Met**)

Lot Representation	Owners

In Person (20)	Hardy (1), Klaas (2), Clay (3), Schubert (4), Wildes (5), Steber (7), Ozers/Warren (8), Thomley (19), Togretti/Winslow (26), Fose (33), McCausland/Mancusi-Ungaro (35), Egeberg (39), Arndt (40), Dowel/Daniolos (41), Wellik (43), Winkel (45), Schuster (46), Gallina (50), Whitcomb (51), Hanson/Ray (52)
By Proxy (16)	Martin (6), Pugliese (9), de Waart (12), Robins/Brandt (16), Peek (20), Graf (23), Alton/Miar (25), McGrath (28), Rocco (29), Wedding (30), Miller (36), Lorge (37), Passini (47), Holzheimer (48), Sengbusch (49), Montalto/Newville (53)

III. Approval of Prior Minutes

The minutes from the 2025 annual meeting were reviewed.

- **Motion:** Dale Egeberg (Lot 39)
- **Second:** David Dowell (Lot 41)
- **Result:** Carried unanimously.

IV. Treasurer’s Report (Deneen Wellik)

Account Balances (as of 1/1/2026):

- **Pond Account CD:** \$18,165.73
- **Pond Savings Account:** \$1,501.44
- **General Account:** \$11,362.87

Key Financial Notes:

- **2025 Performance:** The HOA spent \$4,537 more than collected in 2025 due to concrete curbing expenses, though this was \$4,303 *under* the approved budget.
- **Pond Fund:** These reserves are for future liner or well pump failures.
- **2026 Dues:** Dues are set by the Board based on the approved budget. Payment options include Check, Zelle, and Venmo. Late fees (per Bylaws Article XII) will be assessed for payments >30 days past due.

V. Committee Reports

Secretary's Report (Mary Whitcomb)

- **Facebook:** The joint neighborhood page has 65 members. Email mewhitcomb@gmail.com for an invite.
- **Directory:** The HOA will move to a strictly online directory to save costs and protect privacy.
- **Picnic:** The 2023 and 2025 picnics were successful (75+ attendees). The tradition will continue.

Parks Committee (Brian Arndt)

- **2025 Review:** Concrete curbing and weed control were completed successfully.
- **2026 Outlook:** No "work day" is required for 2026.
- **Completed Project:** Lighting at Summerfield and Timber Lane was replaced for \$300 total (significantly under the \$1,000 estimate).

Architectural Control Committee (Mary Ozers)

- **Activity:** Handles 5–10 requests annually. Members are reminded that front light posts must be functional for safety.
- **Landscaping:** ACC can advise on disease-resistant evergreens (to combat Pine Blister) and offers a spreadsheet for calculating landscaping points.

Mailbox Committee (C.J. Klaas on behalf of Mike Schubert)

- **Standards:** Mailboxes must remain consistent in color and parts. Refurbishing services (\$50) are offered by neighborhood youth in the summer.
- **Pricing Estimates:** Post (\$280), Mailbox/Copper (\$260), Address Plate (\$190), Newspaper Slot (\$160).

VI. New Business

- **2026 Budget Approval:** C.J. presented a budget with a \$15,000 reduction from 2025 (due to completion of curbing). Dues for 2026 are estimated between \$250–\$275.
 - **Motion:** Brian Arndt (Lot 40)
 - **Second:** David Dowell (Lot 41)
 - **Result:** Carried unanimously.
- **Picnic Host:** Nikki Hardy (Lot 1) and C.J. Klaas (Lot 2) will discuss co-hosting the 2026 picnic.
- **Scam Notice:** Members are warned of fraudulent emails asking for payment.

The HOA has removed contact info from the public site to prevent bot harvesting.

- **Covenants Discussion:** The Board is open to forming a committee to update the 30-year-old covenants (e.g., solar panels, disease-prone trees), noting that 67% approval is required to modify the Covenants and Restrictions.