

**Towne Square HOA
Special Board Meeting
Date: 12/8/25
Location: The Villas**

Meeting Minutes:

Meeting called to order at 5:30 by Cecil Patin

Quorum Established: All board members were present

A process server interrupted the meeting to serve the Board recall paperwork for Cecil Patin and Mary Andre.

Nancy Roy addressed the owners thanking all for coming and participating in this process. She emphasized that we act in a professional manner.

Adrienne Wright addressed the owners emphasizing that the new board has not been in place for 30 days yet and have had to endure door to door recall, mischaracterization of information and proceedings, and maligning of the board.

It was acknowledged that a small group of individuals have been spreading incomplete or misleading information to the community. The Board's role is not to engage in disputes, but to ensure the accurate facts are documented and available to all homeowners.

The Board has acted consistently in the best interest of the Association, prioritizing financial stability and responsible decision-making.

The Board presented their findings:

- Visited with the accountant
- Visited with the Lawyer
- Dissected years of the budget
- Had roofs inspected to determine potential years of life left
- Tree in common area is being removed
- 2 Roofs were repaired

The Board emphasized that buildings F & G may need to have their roofs replaced sooner than scheduled and that is why they are examining the budget so closely. The roof costs could be approximately \$75,000 to \$100,000. Cecil has created binders so that owners can examine the P&L statement, transactions, budget, HOA documents, and check register at any meeting. This Board is emphasizing participation and transparency.

Cecil briefed everyone on the budget and potential savings were identified.

The Board discussed that annual water expenses have increased by more than \$2,000 per year, largely due to excessive watering usage for flower beds. This directly affects the 2026 budget and was discussed at the meeting.

They addressed concerns about missing financial documentation, including invoices, receipts, and I-9s, Jeff Stevens is not returning our calls. The board clarified that they plan to conduct a dues report to reconcile any discrepancies.

A motion was made by Adrienne to vote to hire a property management company. Angela seconded the motion. The Board unanimously voted not to hire a property management company.

Owners expressed that they felt the roofing replacement was more urgent and needed the focus of the Board.

Jamie brought up a texting dispute she has with Cecil. This needs to be addressed one on one, not during the meeting.

Gordon stated that dues should not be sent to his home address. Please send them to the Board or put them in the lockbox at the pool. Gordon will be resigning his position as Treasurer at the next meeting due to his frequent travel. Angela has agreed to take on the position.

Owner Linda Comerford expressed that she is concerned that her insurance company could refuse to insure her if the roofs aren't replaced.

Pat Solomon confirmed that dues beginning Jan. 1, 2026 are \$282.00. They can be paid at the pool lockbox or sent to Towne Square HOA at Box 11.

It was discussed that the prior board spent approximately \$72,000 on road paving, despite having a bid for approximately \$20,000 for crack sealing and resurfacing. This expenditure significantly reduced available reserves. As a result, the current Board is now forced to find ways to cut and save costs in order to fund roof replacements in Buildings F & G.

Genna Danev brought several points up regarding the roof replacement. He emphasized that we should choose quality materials to ensure that the roofs last, also that typical agreed upon life of a roof is now 10-15 years so a 20-year plan may not work. He would like to see how we can prioritize money toward roofing and de-emphasize other projects that are less important. Genna would like to know more about our current loan terms and how we may need to explore loan options in the future if needed. Mark Novatka provided the background on the roofing loan but would need to consult historical documents for other information.

Adrienne explained what was determined by our lawyer and that is that the HOA will replace roofs. The owner is not required by covenants to have insurance. There is a difference in interpretation depending on the insurance company. Many interpret the covenants as not covering in the case of disaster.

Lisa Novatka inquired about what savings may or may not be realized. These items are under investigation by the Board and exact savings are currently marked as potential.

There are a few owners that are not getting their emails from the HOA website system. Adrienne will investigate how to get their invitation sent out to them.

Adrienne motioned to adjourn the meeting at 6:31 pm, Nancy Roy seconded.