

SUMMERFIELD TOWNHOUSE SERVICE ASSOCIATION #1

MINUTES OF THE BOARD OF DIRECTORS' MEETING

Summerfield Clubhouse February 18, 2026

CALL TO ORDER

- The meeting was called to order at 3:38 PM by President Ron Tenison. Ron welcomed all attendees and invited everyone to introduce themselves. The board also noted the recent passing of Gregory Ausland last week.

Residents in attendance: Sandy Popkes, Joann Jeub, Buzz Smith, Nancy Sahler, Sylvia Dorney, Kathy Olsen, Jan Bartlett, Marcia Taylor, Pat Saxton, and Gina Rudolph.

Board Members Present:

- President: Ron Tenison
- Vice President: Bill Gregory
- Treasurer: Janet Harrington
- Secretary: Steve Levine
- Member-at-Large: John Heft Jr.

ACCEPTANCE OF MINUTES

- **Minutes:** The unapproved January minutes were emailed to all residents, also they were made available at this meeting. **Bill** made a motion to approve the January minutes, and **Jan** seconded. The motion to accept the minutes as presented passed unanimously.

REPORT OF DIRECTORS

PRESIDENT – Ron Tenison

- **Ron** shared a new neighbor John Wayne Cochran, is gradually moving into 15960 while selling his current home. The home at 15890 is currently under contract, the previous sale fell through.
- **Ron** and **Bill** are working with the SCA board to address the reflective roof across the golf course. **Bill** has sent a letter outlining the Bylaw rules for additions and the requirement to comply with Summerfield guidelines.
- **Ron** plans to improve the monthly newsletter he sends out and welcomes suggestions and feedback.
- **Ron** shared our 2026 Reserve Study. He created an easy-to-read spreadsheet (see attached) summarizing the study's findings and showing the projected year-by-year reserve expenditures. The spreadsheet also indicates the estimated years when remaining siding and flat roofs may need to be replaced.
- **Ron** also shared dates for upcoming seminars available to HOA members through SCA membership. The most recent workshop focused on insurance coverage, where he learned that many insurance carriers may require updates to plumbing and electrical systems in older homes.

SECRETARY – Steven Levine No additional report

TREASURER – Janet Harrington

- **Jan** provided the **January 2026 Profit & Loss statement** (on file). Income for the month was around \$60,000 and expenses were \$13,807, which is typical for January. Total assets remain strong, including \$67,851 in checking (some will get put into savings), \$114,400 in savings and CDs. Approximately \$34,500 is still owed from 24 homes related to the special assessment, which runs through 2027. Funds collected from home sales are placed into the reserve savings account. Future major repairs will be paid for by reserves and will not affect operating income.
- **Jan** previously provided the board with a copy of the **2026 Reserve Study** completed by Schwindt & Co. for review. Ron created a spreadsheet summarizing the study, which was discussed by the board.

Several areas were identified that require adjustment before it can be shared with the community. The study also indicates that additional revenue may be needed in about eight years to complete the replacement of the remaining siding with fiber cement. **Buzz** created an Excel spreadsheet to track monthly budgeted amounts against actual expenses

- **Jan** noted that her term ends this June, and a replacement will need to be identified beginning next month. A few potential names were mentioned. The board will form the nomination committee in March.
- **Steve** made a motion to accept the financial statement presented, **John** seconded. The motion passed unanimously.

VICE PRESIDENT – Bill Gregory

- **Bill** updated the functionality of our website. We now control the content, and he has improved the overall appearance by enhancing the layout, adding color to the pages, and posting the board minutes. Because we now use a paid provider, the site no longer displays pop-up ads. The new domain name is **STSA1**. **Buzz** asked whether there is storage available for HOA-related documents. Bill will investigate options for storing board information, so it is accessible to future board members. He also suggested the possibility of using a cloud-based spreadsheet, though it would require appropriate security protocols and clear guidelines on who would have access.
- **MEMBER-AT-LARGE – John Heft Jr.**

LANDSCAPING

- **John** reported landscape maintenance is minimal, but some breezeway areas were cleaned up because we had good weather.

BUILDING MAINTENANCE

- **John** reported that several gutter screens have been replaced, with additional replacements planned during the next cleaning. He reminded homeowners that once the gutter water reaches the ground, maintenance of the drain line is the homeowner's responsibility, but the roof drain is the HOA responsibility to the exterior of the home. Our contractor, **Rain or Shine**, can clear the drain line for \$100 at the homeowners expense; homeowners should contact John to arrange service. **Jan Bartlett** asked whether the flat roof drains had been cleared. John confirmed that the roofs and drain covers were cleaned this month, and the system is now prepared for the heavier winter and spring rains.
- The SCA Landscape Committee has published its updated rules. If you have any questions, please contact **John**, who can assist you with the application process. **John** reported that he has not yet found a company willing to repair the dents in the siding caused by golf balls.

OLD BUSINESS

- There is still no date set for the **Barbara Sherman** memorial. The **Ausland** Home will host an open house from noon to 2:00 p.m. on Sunday the 22nd, that may limit street parking.
- The Accounting Committee has been formed, but the chair was unable to attend and will report at next month's meeting.
- With no resolution yet regarding the bright patio cover across the golf course, **Buzz** will follow up with the SCA chair.

NEW BUSINESS

- **Buzz** offered technical assistance to the board. While he is not an accountant, he has strong spreadsheet skills. He has also begun working with the SCA Board and could serve as an effective liaison between the two boards.
- **Jan** made a motion to establish a Technical Committee consisting of **Ron, Bill, Buzz, and Steve. Bill** seconded the motion and it passed unanimously.

Committee

- The Ad Hoc Technology Committee met on March 6. Established by the Board, its purpose is to evaluate our technology and data storage practices to ensure future Boards have complete, accessible information rather than relying on memory. The committee will also develop a strategy and identify individuals to maintain our laptop and other technology as Board membership changes.

Upcoming Meetings & Events

- A BYOB social will take place immediately after the meeting in the Clubhouse Living Room, plates and napkins will be provided by **Sandy Popkes**.
- A motion to adjourn was made by **Bill**, seconded by **Jan**, and the meeting concluded at 5:09PM

Respectfully submitted,

Steve Levine – STSA #1 Secretary