

Cornerstone at Georgetown Townhomes

Date: August 25, 2026 6:00 pm

Location: Ankeny Public Library, Conference Room B

Present Members:

Tom Froehle (322), Roezanne Saxton (244), Ryan Smart (326), Sheriise Rey-Pamphile (328), Elizabeth Kirk (240)

Property Management Company Representation: Jeff Horner

Agenda:

- 1) **Call board meeting to order** - start at 6:03 pm. Quorum established.
- 2) **Approval of past minutes** - Approved unanimously via email 08/06/2026
- 3) **Review and approval of financials, August 2026:**
 - a. Current Operating funds: \$47,686.12
 - b. Total Reserve: \$103,808.16
 - c. Pending EFT: \$812.92
 - d. Total Cash: \$152,307.20
 - e. Moved by Roezanne, seconded by Ryan, passed unanimously
- 4) **Management Report**
 - a. No outstanding balances over 30 days
- 5) **Old Business**
 - a. **2025 Taxes Need to be Filed**
 - i. Ryan will call our CPA to handle, Liz handing over tax documents to Ryan
 - b. **Speed Sign Update**
 - i. Liz and Roezanne presented findings from APD and local associations visited
 - ii. Tom corrected the direction of the speed limit signs per email 08/19/2026
 - c. **Discuss Legal Fees Incurred** - \$240 from Brick Gentry Law Firm
 - i. Received email communication between Jeff Horner and homeowner dated 07/06/26
 - ii. Reviewed documentation from Brick Gentry Law Firm dated 07/17/2026
 - iii. Vote held via email on 08/10/26 to bill the homeowner; passed 3 to 1.
 - d. **Bat Concerns Unit 334 and Unit 338** - \$3424 Bats and Bugs Estimate
 - i. Board voted unanimously via email on 08/07/26 to approve work, beginning in 09/26
 - ii. New Concerns in Unit 326; Jeff sending email to include in September work
 1. Moved by Liz, seconded by Ryan, approved unanimously
 - e. **Independent Financial Audit** – Estimated Quote of \$12,000
 - i. Motion that Cornerstone at Georgetown does not complete a financial audit currently.
 1. Ryan stated he will be completing monthly audits and looking for red flags. Going forward, audits will be done under the conditions of “if an audit needs done” - we will move for it in the future.
 2. Moved by Ryan, seconded by Roezanne, approved unanimously

- f. **Deferred Maintenance Schedule** – Estimated Quote of \$3500
 - i. Association Reserves Ohio
 - ii. Reserve study factors in inflation and all projects needed to keep association up to date.
 - iii. Motion to have Reserve Study Completed
 - 1. Moved by Ryan, seconded by Sheriise, approved unanimously
- g. **Covenants Recertification** – As of 08/25/2026, 33 of 61 homeowners have signed
 - i. Brick Gentry Law Firm, Aaron Hubbard of Hubbard Law Office, and Dawn Takekawa of Takekawa and Green, PLLC unanimously confirmed that, regardless of signatures on Covenant Recertification, homeowners are legally required to pay dues.
 - ii. Lots will show on county site which unit did not participate and realtors will need to share at the time of sale of home. Of note, this could cause conflicts during sale of home.
 - iii. Received package of notarized covenants from Jeff 08/05/26. Deb Hill mailed certified 07/29/26. This includes an active list of who had signed; Jeff updated list during meeting.
 - iv. Motion to have Jeff email remaining homeowners
 - 1. Moved by Ryan, seconded by Sheriise, approved unanimously
- h. **Review reopening portal communication**
 - i. Property Management by Design's website software is not able to host communication the way our community wants.
 - 1. Liz and Sheriise will research Facebook Page for our community use
- i. **Tree Work** - ~~\$8707.90 approved by prior board to remove 7 trees~~, work started 08/11
 - i. Updated bids, save trees vs. remove trees, board approved unanimously 08/13 via email
 - 1. \$5962.50 to remove 6 trees and discuss treatment plan
 - 2. \$4457.30 to remove two trees, 7 trees to be treated, four to be trimmed
 - 3. Happy Trees giving estimate for treatment/removal of four Ash Trees on North side and River Birch Trees; to include treatment of one more Ash Tree.

6) New Business

- a. **Concrete Work Needed**
 - i. Identify most critical areas and secure bids; Jeff will come out and do a preliminary walk-through with Tom and Ryan
- b. **Planting New Tress**
 - i. Discussed Arbor Day Foundation. We have done this previously, and they send very tiny trees that were not able to survive. Discussed getting mixed species to avoid all trees being impacted by disease in the future.
 - 1. Tom will get advice from Happy Trees, and we will include this line item in the reserve study
- c. **Box of paperwork from AMS Juliat**
 - i. We will store with Jeff's office the required 7 years
- d. **Tim Ford with State Farm Communication**
 - i. Our agent reviewed our insurance against covenants, and we comply
 - ii. Add Directors and Officers Liability and Fidelity Bond/Employee Dishonesty requirement in our covenants for future insurance policies
- e. **Exiting President, Deb Hill's, Outstanding Items Email**
 - i. Association Water Meters getting removed to stop future billing
 - 1. Savings to Association of approximately \$1k/year
 - 2. Plumbing companies to be contacted for bids to remove meters and pull inspection permits.
 - a. Impacted homeowners 230, 244, 248, 262, 270, 288, 326, 354 (will need access to basements)
 - ii. Association Electrical Bill
 - 1. Tom and Jeff contacted MidAmerican to authorize management company access to our accounts; switching to a summary bill.

- iii. Put reserve finances into a CD to earn more interest.
 - 1. Motion to move \$50k from reserve account to a CD.
 - a. Moved by Ryan, seconded by Liz, approved unanimously
- f. **No Solicitation Sign**
 - i. Consider adding plaque to sign in front of association; Jeff to get a bid from Signorama
- g. **Association Lighting**
 - i. Add this item to reserve study list
- h. **Homeowners Backdoor Decks**
 - i. Board will send a communication about care of decks, including power-washing, staining, and the correct process of approval before completing work.

7) **Adjournment:**

- a. Moved by Shariise, seconded by Ryan, approved unanimously
- b. Meeting concluded at 8:02 pm.

Next meeting: Tuesday, September 22nd at 6 pm, at Ankeny Public Library, Conference Room A