

MEETING OF THE BOARD OF DIRECTORS
Northwest Forest Improvement Association
Meeting Minutes

Date: April 13, 2026

Time: 6:00 p.m.

Location: Northwest Forest Recreation Area

I. CALL TO ORDER

President Kyle Knupple called the meeting to order at 6:04 p.m.

II. ROLL CALL OF OFFICERS

- Present: Kyle Knupple, Keri Praznik, Leisa Stokes, Adam Jacobs, Howard Rusche, Amanda Conway, Trey Hart

III. RESIDENTS PRESENT

- Daniel Holmes

IV. PUBLIC COMMENTS

- None

V. APPROVAL OF MINUTES OF THE REGULAR MEETING

Motion by Howard Rusche seconded by Keri Praznik to approve the minutes of the regular meeting of March 9, 2026 with the following correction:

- Total accounts revenue corrected to \$95,482.29.
- Motion carried at 6:07 p.m.

VI. ADMINISTRATIVE, FINANCIAL AND BOARD REPORTS VIA Keri Praznik

A. FINANCIAL REPORT as of

- Asset Balance as of 4/11/26
 - Checking: \$101,901.20
 - Savings: \$5.00
- Unpaid dues as of 4/11/26: \$88,536.21
- Total expenses incurred YTD: \$22,059.51 (including but not limited to):
- Operating expenses
 - Utilities
 - Repairs
 - Lawn care
 - Improvements and betterments
 - Legal fees
 - Lightning
 - Pool maintenance/services /equipment
 - Taxes

VII. OLD BUSINESS

- Facilitation of improved monitoring, reporting, enforcement of restrictions.
 - Board members will monitor report violations to property management for enforcement.
- Tennis courts
 - Repair of net, court and waterproofing needed to maintain courts
 - Motion by Amanda Conway to proceed. Seconded by Howard Rusche. Motion passed 7:10 p.m.
- Pest control for park and recreation facilities
 - Kyle Knupple will inquire with our landscaping service re: application of pest control.
 - The option to buy supplies and apply ourselves remains an option.

VIII. NEW BUSINESS

- Vice-president Adam Jacobs is resigning from his position as the sell of his property is nearing completion.
 - Howard Rusche was appointed by the Board to fill the vice-president position.
 - An at-large position is now vacant and will be announced via news e-mail.
- The board will seek to save costs by seeking lower cost vendors such as cleaning service and landscaping.
- The Board will contact our insurance carrier to determine the requirements and therefore our options for lawn care and landscaping vendors.
- Collections and liens for unpaid dues will become the focus for the remainder of 2026.
 - As of 5/1/26, any resident with unpaid dues will have key fob access turned off and therefore will not be able to access amenities until paid in full. Notice of such will be send via news e-mail.
 - In an effort to collect unpaid dues, any resident allowing unpaid or non-member access to recreation/park/pool amenities are subject to having their fobs/access deactivated.
- The board will seek pressure washing for pool facilities and furniture before opening of pool.

IX. COMMENTS FROM BOARD MEMBERS

- None

X. ADJOURNMENT

The meeting adjourned at 7:27 p.m.

PREPARED BY: Leisa Stokes, Secretary