LAKE OF WOODBRIDGE ASSOCIATION
BOARD MEETING MINUTES. November 24th, 2025

The meeting was called to order at 3:30pm

Board Members Present: Sheila Mowry/633 Group. Aimee Glassman (virtually), Stephen Presdorf, Brian Johnson, Barbara Murphy Sanders (virtually), Anita Grivins (virtually), and Rick Bosse.

Minutes were approved as presented

The Lakes Financial Report
Period Ended 10/31/2025

Cash on Hand of $175K, against Accounts Payable of and Prepaid Member Fees of $61K, leaving a balance of $114K to pay the insurance premium totaling $87K, which is a 36% increase over last year's premium, plus any remaining fall clean-up, tree trimming and snow fall we may experience before the end of the year.

We continue to collect the budgeted $74K in member fees with 6 owners with outstanding balances, plus some related late fees.

Operating Expenses:
The largest expense for October was Lawn Maintenance of $11K. We continue to start winterizing the Lakes, removing sprinkler heads and wrapping up final weeding and garden related efforts these cost another $6K. Building and other maintenance was relatively minor this month, costing $5K. YTD we are almost $100K behind in expense spend, however the budget for insurance will be almost $25K short, so we will need some of the savings in other areas to cover the budget shortfall. We had $15K this month in the budget for tree trimming which is occurring in November. This will also even out next month. Hopefully Mother Nature does not surprise us with any big events that might exceed our $16K set aside for November and December in snow maintenance.

Reserve Account Activity:
The budgeted transfer of $27,900 occurred as usual, combined with collection of initial fees and dividends we added $31K to the Reserve Account. This month's expenditures were $55K of which $53K went towards window replacements. A summary of the window funds are as follows:

2024 Carryover	$226,663
2025 Budget for Windows	$217,300
Spend through 10/31/2025	($318,824)
Total Available at 10/31/2025	$125,139
Spent through 11/5/2025	($18,548)

Add back Deposits outstanding	$22,300
Total Available at 11/5/2025	$128,891
Windows approved through 11/24/2025	($111,309)
Remaining Available to spend	$17,582

The Window replacement budget will be revisited as part of the 2026 Reserve Project budget process, to ensure we have adequate funds to continue with replacements as presented to the Board in addition to various new projects being planned for 2026.

YTD the expenditures from the Reserve account total $476K, this year's projects included:

Project	**Amount**
Window replacements	$318K
Asphalt sealing	$38K
Landscaping enhancements	$37K
Light Fixture replacement	$52K
Storm damage, garage doors and miscellaneous small projects	$31K
TOTAL RESERVE PROJECTS	**$476K**

Sheila presented her report which included phone calls and work orders. After review, questions and comments were addressed. One owner of a condo on Moors Point Way asked to have a couple trees looked at and possibly removed. On the maintenance log, a few items need to be quoted out, and a few are now finished and need to be removed from the list.

Currently one condo is for sale.

New Business

$19,031 of class "A" windows on the agenda items 1, 2, and 3 were unanimously approved to be replaced by Blackberry.

One question in regards to a block glass window was addressed. The owner wanted to maintain the glass block window and was willing to make up the difference from a traditional window. Since the item is now done it needs to be removed from the maintenance list.

The board reviewed a resident concern in regards to a change in dues do to a recalculation of square footage of their condo due to an enclosed deck. Due to an error by a previous board the resident was told by written letter that there would be no fee increase when the deck was glassed in. Unfortunately, this should not have happened due to the precedent followed in the past in increasing dues when decks were glassed in. The board made an unanimous resolution to hold off, and rectify the discrepancy in dues, and increase them by the decks enclosed square footage, plus whatever yearly increases that have occurred by that point when the unit is put up for sale.

Anita had Berkshire look into a new CPA to replace the CPA that has no longer decided to service condo associations. The board unanimously passed a resolution to use Berkshires recommendation of Michigan Community CPA out of Grand Rapids. For $850 they will both do a review and the association taxes which is less than the previous CPA company charged.

Berkshire will be sending welcome letters out after Thanksgiving including info on where to send your association payments.

Tree trimming will be happening 11/25/25, and there will be additional leaf pickups scheduled.

The redone Tartan parking area will be open by Thanksgiving, and will now have an additional dumpster. One thing that will help with the overflowing dumpsters is to encourage and promote in the newsletter for residents to participate in the Portage recycling program, which residents already pay for through their taxes. The more residents who recycle, the less the dumpsters will overflow, and cause the association to incur extra charges for the overflowing trash bins.

Meeting was adjourned at 4:15pm
Next meeting 1/2/26 4:15pm.   Minutes submitted by Stephen Presdorf

Minutes approved unanimously by the Board on 2/2/2026