

MINUTES for MRHOA Board Meeting Wednesday, **January 28, 2026**

- Present: Jon H, Burce L, John B, Dave P, Liz F
 - Approved Final Minutes of December 17, 2025 Board meeting (5,0)
 - Next Board Meeting: March 11, 2026
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➤ **New 2026 MRHOA Management**

- Introduced and welcomed new Director, Dave Penny. As one of three SF owners who each received one vote in the by-mail balloting, Dave agreed to take the board seat vacated by Zelda's retirement.
The 2026 MRHOA slate of Directors is: (in order of seniority)
Jon Holzer (SF), John Beltrand (TH), Liz Fautsch (TH), Bruce M Larson (TH), Dave Penney (SF)
- The Board then discussed 2026 Officer Roles, in particular the role of Treasurer. The January 2024 addition of Accounting Mgr Officer broadened the financial oversight function inherent in the role of Treasurer. Insofar as only the President and Vice President must be Directors, non-directors can fill the other officer roles. Zelda Malo may consider continuing in the Officer role of Treasurer. Pending her acceptance of this role, the Board approved (5,0) the 2026 MRHOA slate of Officers:

Jon Holzer	President
Bruce M Larson	Vice President
Zelda Malo	Treasurer
Liz Fautsch	Secretary & Accounting Mgr
- In conjunction with Officer roles, the Board discussed adding a third signatory to the MN Lakes bank accounts. ACH is replacing the majority of out-going payments formerly made by check. With the addition of an ACH option for in-coming dues payments, frequent on-line access to the checking account to track these transactions is a necessity. ACH payment is expected to eventually replace most, if not all, homeowner payments to the association. With this in mind, the Board approved (5,0) an MRHOA Board Resolution updating the authorized account signers at Minnesota Lakes Bank to be:

Jon Holzer	MRHOA President
Zelda Malo	MRHOA Treasurer
Liz Fautsch	MRHOA Accounting Manager

This signature authority will permit all three individuals online access to all account activity.

➤ **2025 Fiscal Year End**

- Reviewed final 12-31-25 financial statements: Balance Sheet, Revenue & Expenditures, Accounts Receivable, and Investment Stats – including current cash, arrears, and status of reserve investments.
 - due to \$20k in 2026 prepaid dues, the year ended in a healthy cash position
 - current unpaid dues were under \$75 (just recent small trash upcharges)
 - arrears collection is making positive progress
 - investment rates have dropped slightly, with 6 mo Ameriprise Flex currently at 3.06% and 4-8 wk T-bills at 3.63%. 3 yr Ameriprise certificates will mature in April and May and, depending on rates, a different renewal period will be considered.
 - The 2025 overall surplus was \$45k, about \$10k less than 2024 due to driveway replacements.
- The 2025 Year End Annual Report draft was also reviewed for Board input and comments. The final report will be emailed to all Board members in advance of a planned mailing date to homeowners before February 15th.
- Board previewed 2025 tax filing using prior Form 1120-H prepared by CPA (J. Matter)

➤ **Treasurer & Accounting**

- Miscellaneous expenses were approved (5,0): \$209 to Liz F for 4th Qtr printing and mailing expense, plus \$165 to Liz F for 2026 Adobe Acrobat annual renewal (pdf software primarily used for HOA business).
- The initial test run (1 owner) on ACH autopay of dues found that the software performs as expected. Accuracy and tracking are readily accessible. And direct integration with the bookkeeping function will eliminate enough manual labor to justify the 1% fee.

MRHOA may not always have the luxury of free volunteer labor to perform every association duty. Transition to automated processes is highly inevitable.

After a follow-up run, an ACH autopay roll-out plan will be determined.

➤ **Secretary & Administrative**

- Considered pros and cons of keeping a bank safety deposit box (\$40/yr and currently empty) versus portable fireproof and water resistant options. The latter better suits any situation where critical digital and paper records can be shared between board members during absences. Bank box rental will be stopped in favor of reasonably priced portable substitutes.
- Briefly addressed upcoming plans for MRHOA to send out online surveys to homeowners using online survey software [Zoho Survey]; and a potential online voting software [Election Buddy].
[Both have simple, low cost options suitable for MRHOA use and are well known to have appropriate safety and privacy protections.]

➤ **Miscellaneous**

- Jon H updated the Board regarding contact by a neighboring property owner who wishes to acquire or otherwise obtain future usage rights to MRHOA Outlot A in order to gain driving access to a rear lot that is currently landlocked. Outlot A is the parcel currently used as a small parking area just north of the first single family home on Marsh Drive.

After extensive discussion on the plat history, the physical attributes of the lot, and the possible problems inherent in repurposing it into a driveable and possibly public access, the Board voted (5,0) to reject at this time any plan that alters the parcel's current MRHOA ownership and usage.

- Policy on gutter cleaning. The Board agreed that a written policy on gutter maintenance needs to be finalized in the near future.

➤ **2026 Spring Groundskeeping & Maintenance Topics**

The following items were recognized as topics that will be taken up at the March 11th meeting, in conjunction with 2026 cash flow projections, to get a head start on spring and summer plans.

- Consider 2 winter tree removals – get bid from Shadywood (641M & 545B) / plus other tree pruning and removals
- Obtain new bids for restoration of landscaping and rock areas where trees or shrubs removed
- Sidewalks & Drives – line up contractors to get bids asap after snow gone, for spring work: sealcoating, replacement concrete, riser corrections, mud-jacking, gap filling, etc.
- Before spring, line up handyman services for shutter repairs, porch railings, etc.
- Irrigation Enclosures + other water and drainage issues (e.g. sump outlets, downspouts).
- Dead shrub removals / lawn repairs / cutting back roughage on rear lot lines / Pavers / other summer groundskeeping concerns (mowing height, sprinkler schedule, etc etc)