Beechwood Lakes Property Owners Association
BOARD OF DIRECTORS MEETING MINUTES

November 2 | 6:30pm | 198 Gander Way

The following items are on the agenda for the meeting:

I. Call to Order — **President**

II. Minutes of Last Meeting — **President**

III. Treasurer's Report — **Treasurer**

IV. Continuing Business

A. Road/Dam Update
B. New Neighborhood Sign
C. Halloween Event Notes
D. Annual Meeting Planning

V. New Business

A. Review of Treasury Books

VI. Adjourn

Beechwood Lakes Property Owners Association
BOARD OF DIRECTORS MEETING Minutes

November 2 | 6:30pm | 198 Gander Way

PRESENT:

- Larry Moore, President
- Daniel Carpenter, Vice President
- Melissa Auxier, Treasurer
- Erica Zoller, Secretary
- Chris Staton, *Board of Directors*
- Michaela Snowden, *Board of Directors*
- Mike Burgess, *Board of Directors*

The following items are on the agenda for the meeting:

I. Call to Order **President**

The meeting was called to order at 6:28pm

II. Minutes of Last Meeting **President**

Approved as distributed in the absence of opposing comments.

III. Treasurer's Report **Treasurer/President**

- **Financial Standing:** Current operating balance is **$15,621.94** (reflecting beginning balance, dues collected, and expenses totaling $1,676.18).
- **FEMA & State Accounts Update:** Due to an invalid Employer Identification Number (EIN) discovered during state grant processing, the bank could not update the EIN directly. Consequently, the operating and FEMA accounts were closed and new ones were opened.
    - $100 was retained from the old FEMA setup to seed a new State Grant account, while the remaining balance was rolled into a new FEMA account.
    - A $13,500 application fee check to the Department of Environmental Quality (DEQ) was mailed Monday

- **CD Investments & Interest:**
    - The three CDs (starting at $250,000 each) have each earned approximately $3,460 in interest ($10,380 total across all three).
    - One CD is maturing on November 12, 2026. The board proposed rolling it over to mature on April 13, 2027 (projected value $256,079.62) to maximize interest before major construction contractor payouts begin. Approval from all board members to roll over CD maturing on November 12.
    - CD rollover meeting will be scheduled with Debbie Guice by Melissa.

IV. Continuing Business

E. Road/Dam Update:

State Submission: Engineering plans from A&O and the $13,500 DEQ application fee were formally submitted to the state. The project is now awaiting state review to formally secure the grant.

Timeline: Project schedule aims to solicit contractor bids in December, with a target groundbreaking in March 2027.

Duck Pond Algae Discussion:

Raised concerns regarding potential blue-green algae (cyanobacteria) following a resident report about past canine toxicity.

The board agreed to acquire a water and algae sample to test for presence and determine if warning signage is necessary.

F. New Neighborhood Sign:

Status: The new neighborhood sign is expected to arrive any day.

Installation: Utility line excavation checks via 811 indicate the site is clear, though hand digging with post hole diggers for the 6x6 posts (set 3 feet deep) will be utilized.

Unveiling: The board plans to store it and unveil it as a surprise at the upcoming annual meeting.

G. Halloween Event Notes:

Recap: The neighborhood Halloween event at the lake was a massive success with double the usual attendance, strong community turnout, and positive feedback.

Community Engagement: High praise was given for the interactive neighborhood map and community participation.

H. Annual Meeting Planning

Agenda Overview: Welcome, board introductions, year recap (road/dam, grant acquisition, EIN resolution, newsletters,financial metrics, and events), and the sign unveiling.

Voting & Elections:

- Electronic voting closes Friday at 9:00 PM.
- For the annual meeting, a show of hands vote will be used for attending members who haven't voted electronically, alongside an iPad station to verify electronic status.
- Sandy Holder volunteered to join the board as a replacement for potential departing member Chris Staton.

Logistics: Scheduled for Saturday at 1:00 PM (rain date Sunday). Members are encouraged to bring chairs.

V. New Business

A. Review of Treasury Books

Audit Preparation: A complete stack of financial documents has been prepared for auditing by Mary Jo Miller and Christine Laucher.

State Funding Management: The board discussed best practices for managing the state grant reimbursement workflow (tracking invoices, routing funds through the state grant account vs. FEMA account, and maintaining an unmixed audit trail). Orientation with state administrators (Bob Smith and partner) is pending.

VI. Adjourn

The meeting adjourned at 7:22pm

Meeting minutes prepared by Erica Zoller, BLPOA Secretary

Beechwood Lakes Property Owners Association
TREASURER'S REPORT
November 2, 2026

INCOME

Beginning Balance *(06/01/2026)*		**$17,002.61**
Deposits	Dues *(collected since October 2026)*	$295.51
	Total	**$17,298.12**

EXPENSES

ITEM	PAID TO	AMOUNT
PO Box-6 month rental	USPS	$129.00
Patching supplies	Mike Burgess	$213.18
Insurance	US Liability	$1334.00
	Total Expenses	**$1676.18**

BALANCE

Current Balance	**As of November 2, 2026**	**$15,621.94**

Potential Dues Amount: **$24,200**
Amount Collected: **$13,604.00**
Percentage Potential Dues Collected: **55.8%**

Current FEMA balance $100 in October for new State grant account **$487,016.83**