

# Minutes of General Meeting of BHEPOA November 12, 2025

**Call to Order:** President Jim Mannello called the meeting to order at 6:30 PM. In attendance was Treasurer Greg Peters and Secretary Debra Gillmann. Also in attendance was Office Manager Mary Ellen Revans and 8 members of the BHE community.

## **The Agenda:**

**1. Community Input-** A community member recommended that the board members' names be available. Jim explained that the names will be listed in the newsletter. A community member was pleased with the fireplace insert.

**2. Presidents Report-** Jim discussed Lisa's resignation and Board realignment, as well as the 2026 Operating Budget. Last fiscal year, the maintenance fees exceeded the maintenance budget. Therefore the maintenance budget was increased for 2026. The budget for uncollectable dues, which is used to cover unpaid dues, is being decreased for 2026. The budget totals for 2025 and 2026 are the same, and therefore the dues will remain unchanged at \$350.00. There is \$12,000 in reserves since the bathroom renovations were placed on hold as the result of contractor injury prior to beginning the project. It is expected that the project will resume with a tentative completion date by the end of May. Jim also elaborated on recent maintenance fees such as screen replacement and installation of an air filter.

**3. Treasurer's Report-** Greg went over the BHE account balances: General Checking Account- \$65,052.00, Recreation- \$1,300.00, Welcoming Committee- \$265.38, Reserve- \$63,609.91, plus a \$10,000.00 CD. A community member questioned what maintenance expenses we have and was informed that expenditures include maintenance of the clubhouse, pool and grounds.

**4. Secretary's Report-** Jim informed the community that there were two executive meetings since the last general meeting. At the 10/16 meeting, the topics discussed were account reconciliation\Sage accounting software, nominating committee and the budget committee. At that time it was decided that the budget committee will be appointed with Jim Mannello as chair, and Jess Zicker, Mary Ellen Revans, Greg Peters and Brenda Kenney as members. At the 11/5 meeting, the topics discussed were the 2026 budget, the status of the newsletter, Election Day procedures and there were two Motions.

- The board approved a motion to install a filter in the clubhouse heater
- The board approved a motion to install a fireplace insert for the clubhouse

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## **5. Committee Reports:**

- **Recreation-** Karen shared details of recent events such as the yard sale, craft day, trunk or treat, Veterans Day Luncheon and two successful karaoke nights with very high attendance. Upcoming events include Friendsgiving, and a basket raffle and craft show, for which she is accepting basket donations. Lunch and pictures with Santa will be on 12/14.
- **Welcoming-** Jim informed the community members that Diane resigned as Chair of this committee. Joy shared information about the Welcoming Committee including details of this year's new resident welcome lunch which occurred on 10/26. She also explained that the committee keeps an eye on the entrance signs and is thankful that a neighbor created a garden near one of the signs. A member of the community expressed that she appreciates our welcome signs and considers them to be an important part of how we are perceived as a community. Joy advised that there has been discussion regarding sign lighting and expects those conversations to pick up in the future.
- **Maintenance-** Jim discussed the recent installation of the fireplace insert and gave credit to Mike for assisting with installation. Possible projects for the future include better lighting in the main recreation room, an exhaust fan in the kitchen, expansion of the shed and possible painting on active courts in the spring.
- **Nominating Committee-** Election day is December 7<sup>th</sup>. No one has stepped forward to be on the ballot. Write ins can be done thru mail or on election day. We are currently understaffed with 3 board members. Although we can keep operating, we need to increase that number to at least 5, but no more than 9. We currently have 3 potential candidates.

**6. Old Business-** no input this month

**7. New Business-** no input this month

**8. Adjournment-** Jim adjourned the meeting at 7:07 PM

Meeting minutes submitted by Debra Gillmann, Secretary