9/23/26 Executive Committe Meeting #1 Minutes

Upon affirmation of the votes by committee, Sandra Jackson, Patricia Breecker, Julie Corrigan, Susan Oliveraz, and Ed Veliz enter meeting. It is proposed that the meeting be deemed a closed executive meeting. Julie argues for it, and all meetings, to be open. A vote is called. Majority vote for it to be closed. The meeting is closed and all non-directors are asked to leave.

The meeting is recorded upon majority vote as to ensure accuracy of minutes.

Item 1: Election of Board Officers
Upon review of the owner polling, Susan is nominated for president. Ed nominates himself for President. Susan was confirmed by majority

Upon consideration of experience and owner polling, Sandra Jackson was nominated for Vice President. Sandra was confirmed by majority.

Upon review of owner polling, Julie was nominated for Secretary. Julie was confirmed by majority.

Patricia Breeckner vocalized her desire to be a Director with no specific officer responsibilities.

Ed Veliz was nominated for Treasurer. Ed Veliz was confirmed by Majority.

The responsibilities of each office and for the board as a whole as stated in the Bylaws were reviewed, including signatory authority. Patricia Breeckner was granted co-authority to sign off on release of funds with the Treasurer.

Item 2: Management Company
Review of the current situation: First Commercial gave their notice of resignation on Aug 31st, 2026, making their last day Sept 30th. It is reviewed that even choosing a management company now, there will be a disruption in the collection of dues.

The two main companies having been previously researched and are up for consideration are Casa Management, who charge $7/door, which for 221 doors would be $1,547/month and Oklahoma HOA Partners (OHP) who charge 6% of **collected monthly dues** (NOT special assessment or anything further), approx a max cost of $3,050 with current dues. Scope of service was deliberated on. OHP offers general maintenance (excluding materials), emergency numbers, office administration(added fee), and a wide scope of assistance with financials, liens, and other matters. Casa Management would be a smaller scope of service, primarily handling immediate off-site administrative and financial support, no on-site management, maintenance etc.

In deliberation it is agreed the smaller scope of service would serve us better at this time, allowing us to find our own admin and maintenance and be conservative with association funds.
Casa Management is approved by unanimous vote.

Action item: Julie will loop Susan in with Donna and connect to sign the contract, which will require both their signatures per the bylaws.

Item 3: Deliquencies
First Commercial reflects via the Board Member Appfolio Portal that only Ed Veliz has access to that we are owed close to $500k in outstanding dues. Julie argues the number requires audit as some accounts are being

charged interest at the maximum allowed by law, 18%, so we don't know how much of that is actual dues, how much is interest, how much is issues with payments. She has spoken with several owners who have expressed difficulty in resolving payment issues with First Commercial.

In discussion, it is highlighted that the Treasurer will hold to responsibility for attempting to collect on outstanding dues, however first the board will need to audit accounts, establish a procedure for attempting resolution and filing collections before any action can be taken.

Item 4: Legal Counsel
Ed Veliz motions to retain the attorney he has been working with as counsel for the COA, James Ferris. It is discussed that it is too early to make a call on if legal counsel is even inherently necessary, and if it is we need to interview attorneys before making that decision. Motion is tabled for a later meeting.

Other Items Discussed
Office
In conversation about management companies, the discussion of an office admin was reviewed. It was proposed that board members take shifts in the office. Julie dissented, establishing that she is happy to help manage and train those in office utilizing the SoP and manuals she had already been generating, and continue that work, but cannot commit to a set number of hours every week to sit the desk. Discussion was tabled to the next meeting.

Violations
In discussion about the many issues of the community, it was questioned if there was a violation procedure in place. Julie reviewed the one she drafted based off the requirements for procedure in the declaration and agreed to continue managing violations on a complaint-only basis until such time as management or an office admin could assist.

Clubhouse AC
The AC is still out in the clubhouse.
Action Item: Julie will try to find the information for the company who was to repair it, Sandra will get a second quote from a professional she has worked with.

Next Executive Committee Meeting was set for 10/1/2026, 2:30pm, at Susan's office.

Meeting adjourned at approx 5pm