

Van Lakes Homeowners Association

HOA Meeting Minutes

Date: September 28, 2025

Time: 1:00 p.m.

Location: Common Area

1. Call to Order

The meeting of the Van Lakes Homeowners Association Board of Directors was called to order at 1:25p.m. by Scott Bryant, President.

2. Attendance

Executive Board Members Present:

- Scott Bryant

Director's Present:

- David Swanbeck
- Peter Pope
- Bernie Readmons
- Shannon Cornell

Homeowners Present: Twenty-one (21) including board members.

3. Agenda

- Board openings and voting
 - Gate update
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4. Approval of Previous Minutes

- **Review of Prior Meeting Minutes:** The minutes of the previous meeting were available and approved by all board members.
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5. Reports

- **President's Report:** No report provided.

- **Treasurer's Report:** Paul Ashcraft was not present to present an updated financial report.

Board Openings and Votes

There were three openings on the board: Vice President, Secretary, and one board member.

- John March was interested in the Vice President position and was unanimously voted in by the board.
- George Brooks was interested in the board member position and was unanimously voted in by the board.
- The Secretary position remains open. The board approved Nicole Lyons as the acting Secretary until a permanent fit is found.

Certification Discussion

The board reviewed the status of the 4-hour certification course for board members:

- Completed: George, David, Pete, Scott, Shannon, John
- Still Needed: Bernie
- Status Uncertain: Richard

Gate Estimate

An additional estimate for the gate was presented at \$10,000.

The expense was approved by Scott, Pete, and David. Work is expected to begin next week.

Next Meeting

Date: October 5th, 1:00 PM

Agenda Items:

- Renewal of Bylaws
- New Lawn Service
- Property Manager
- Water Commissioner
- Website update
- Lawn work not being completed – hold on payment until finished
- Gate damage from lawn service tree removal
- Discuss new annual HOA meeting date