

# LAKES OF BUCKINGHAM CO-OWNERS ASSOCIATION

## Board Meeting Minutes

February 19, 2026

- I. President, Mike Majewski called the meeting to order at 5 pm.  
Board Members present: Stan Scheumann, Mike Majewski, Tim Becker, Tom Steinhauser and Debbie Woodroof.  
Present via Zoom: Karen Gleave and Jim McCann  
Board Members Absent: Ted Williams and Kenderick Boyd
- II. **Resident Concerns** – Mike gave a recap of the February 13, Lunch and Listen meeting:
- Moving forward with new bench request for Grant Application
  - Suggest looking into community wide text system that will enable better communication (Tom S.)
  - Reviewed proposed ideas for storage bldg. and minor changes to Clubhouse
  - Publish a summary of what is available at LOB
  - Coordinating with City regarding available options for parking at Clubhouse and Pool
- Karen Gleave asked if anyone brought up the installation of a geese deterrent lighting system installation. Mike indicated that the Grounds Committee is continuing to do research about product options.
- III. **Approve Consent Agenda** –
- January Meeting Minutes – 1.15.2026**
- Treasurer’s Report – January 2026 Financials**  
Total assets November – Treasurer, Tom Steinhauser did not supply the November Report.  
Total assets as of January 31, 2026 (per TNG via QuickBooks) – Checking - \$143,410.88, Savings - \$168,783.37, for a total of \$312,194.25.  
Stan Scheumann asked if the minutes include the monthly Balance Sheet and P & L produced by TNG. Debbie Woodroof replied that the only information is the recap of the balances from page 1 of the TNG QuickBooks report as that is considered the “legal” report for audit purposes. Stan questioned why there continue to be discrepancies between the TNG reports and Tom’s summary reports. Tom contends that the treasurer’s report is what is used as the official monthly report. Tom questioned why Stan is still receiving a QuickBooks bi-weekly download from TNG. Tom does not use QuickBooks, so Stan offered to continue to create these two reports each month. Because Stan and Tom Steinhauser do not agree on what balances the reports should include, Mike requested that he organize a separate meeting with TNG, Stan, Tom, Mike, Paul Hemetter and Janet Papiernik to sort out consistent financial reporting once and for all. Tom indicated that the TNG report is not what should be approved in the consent agenda.
- Committee Reports – None**
- Mike Majewski moved and Tim Becker seconded that the February Consent Agenda be approved minus the inclusion of the January Financial Report. Motion passed.**
- IV. **Old Business** –
- Approval of LandArt Invoice for 1/2/26 and 1/21/26 snow removal -**  
**Debbie Woodroof moved and Stan Scheumann seconded that the LandArt invoice # 38832 for \$8,450.00 be approved. Motion passed.**
  - Foreclosure Status Update - Debbie**  
Debbie explained that the outstanding balance due from one unit owner has been paid in full plus a pre-payment of Q1 dues for this unit. The Sheriff’s sale was cancelled. The checks have been received from our attorney and have been deposited. Tom questioned whether or not the amount received was accurate. Mike asked him to review the TNG generated statement compared to the settlement checks received.
  - Approval of Late Fee Procedures/Charges – Debbie**  
Debbie reviewed the motion made and approved at the January meeting about changing our Late Fee policy. She read the motion which was, **Stan Scheumann moved and Debbie Woodroof seconded that as of 2<sup>nd</sup> quarter 2026 we begin charging a late fee of 15% of quarterly dues assessment if the assessment is not received in full by the 15<sup>th</sup> of the month. An additional 1.5% late fee will be assessed if the assessment**

**is not paid by the 30<sup>th</sup> of the month. Motion passed.** Debbie then stated what should have been included in the motion was an additional comment about the 1.5% late fee would continue to be applied for each subsequent month when there is an unpaid balance similar to a monthly finance charge on credit card balances. **Stan Scheumann moved and Debbie Woodroof seconded that an interest fee of 1.5% will continue to be applied each subsequent month on any outstanding balance. Motion passed.** Debbie will send a draft of the verbiage for the upcoming Q2 statements and also a draft of 15 and 30 day delinquent account notices for review. We have templates that can be used based on the previous late notices for both regular and insurance assessments to work off of.

**d. Approval of Collapsing Budget Categories – Tom**

**e. Approval of Annual Financial Review Change – Tom**

Mike asked that both of these agenda items (d & e) under old business and the following items under new business, Proposed Reserve Account, Proposed Capital Improvement Account, and Proposed Insurance Account Categories, be tabled and discussed at the special financial reports meeting. With regards to Tom's recommendation of using a committee to complete the annual account review instead of employing an accounting/CPA firm, Stan stated this would be in conflict with the Bylaws and quoted Bylaw Section 11.2. Annual Accounting, that states, "Annually, after the close of the Corporation's accounting year, the Board shall cause to be prepared and furnished to each Owner a financial statement prepared by a Certified Public Accountant then serving the Corporation, which statement shall show all receipts and expenses received, incurred and paid during the proceeding calendar year."

**V. New Business –**

**a. Community QR Code - Tom**

Tom displayed several versions of a QR code he made from a free online source. This would be something that residents could use as a shortcut to get to our documents, etc. on the TNG website and would bypass several clicks. Discussion followed on how and where we might publish and use this image. Tom indicated it would be useful in marketing materials. Debbie commented that we don't advertise or market LOB in that manner such as print or social media. If we decided to pursue using this, it might be a limited audience that would use the tool. More discussion would be needed as to the value of the tool.

**b. Master Insurance Premium Installment Payment**

**Mike Majewski moved and Stan Scheumann seconded that we pay the premium installment payment of \$18,242.00 due March 1, 2026. Motion passed.**

**c. Approval for Rogers Electric Proposal – Grounds Committee Motion**

**Stan Scheumann moved and Mike Majewski seconded that the board approve Rogers Electric proceed to with Estimate #2 to replace multiple lights at both the North and South entrances for a total cost of \$890.00. Motion passed.**

**VI. Announcements –**

- a. New Lunch & Listen – Saturday, March 14, 2026 – noon – Clubhouse
- b. Next Board Meeting – March 19, 2026 at 5 pm – Clubhouse
- b. 2026 Annual Meeting – Thursday, October 22, 2026 (note 4<sup>th</sup> Thursday) – St. Joe Township Hall

**VII. Adjournment –**

President, Mike Majewski adjourned the meeting at 6:pm.

Respectfully submitted,

Debbie Woodroof, Secretary