PARK AVENUE HOMEOWNER'S ASSOCIATION (PAHA)
Meeting Minutes
October 15, 2025

President Kathy Carlson brought the meeting to order at 7:04pm. Others in attendance were Board Members, Anne Schwartz (Treasurer), Joelen Hansen (Secretary), Kristin Becker (VP), Rose Brown & LuAnn Rocha.

1. We reviewed and approved the September 15, 2025 Meeting Minutes as read with minor corrections. (Kathy/Kristin)

2. We reviewed and approved the September 2025 Treasurer's report as provided. Anne will check in on the delinquency report with some of the accounts that were not adding up. (Joelen/Rose)
   - Kathy advised the Board of the initiatives being taken to ensure we are being recognized as a lienholder with the Adams-Lee estate. The current outstanding balance as of today is $2185.00. Bianca, the daughter, was advised of the status of the account on Friday, October 10th. There is a probate hearing on October 23rd. Kathy has advised the Court that she intends on being there to represent the HOA as a lienholder. On the Request for Hearing, it was indicated that the daughter in Brooklyn Center was going to be the Executor and she did notate that we are a current lienholder, so at least they are in-advance recognizing our presence.
   - Kathy brought up the idea of finding a new accounts receivable replacement for Dave our bookkeeper. Kristin had indicated she is interested in taking this position and doing the work. There are several benefits to having someone doing that internally. Given the status of Dave's age and the opportunity to make the process more convenient, we discussed the opportunity to place Kristin in that position. After much discussion, Kathy said she would contact counsel to see if there were any legal constrictions to moving in that direction. We will discuss this in more detail at further meetings. No final decisions were made.

3. We discussed the current status of the roofing project. Kathy provided an update on the physical progress that is being made. All Board members who had received new roofs had positive comments about the new roofs on their homes and the customer service experience they had had with the contractor. There was a blip with Sheri Schramel's home, in that the metal ladder that was being used by the

roofers on the backs of HO's home scratched her metal deck railing. Heiderscheid is dealing w/her directly.

4. There was a lengthy discussion on the financial proceedings to manage the project. We did receive the $525k from the bank and opened a new checking account, where this deposit is located. We have paid Heiderscheid the required 50% of the project, which was $255,237.50. The other $255,237.50 will be due upon completion of the project. We also owe $10,500 to the broker and all parties agreed through a vote (Kathy/Rose) to provide Anne the authority to pay the brokerage fees. We had some concerns about paying the brokerage fee before the construction is completed, even though it is due now, because Heiderscheid may run into some additional costs to repair. Kathy agreed to contact Sean to see whether they are expecting any additions to the original bid. We also agreed that all monies going in/out for the roofing project should be managed through the new account in order to keep things clean. Over the next month – by January – we will have established an accounting system to manage the accounts receivable/payable on the roofing project, and Anne agreed to utilize automatic withdrawal w/the bank to make the monthly payments of $5,918.31.

5. Kathy updated the Board on the current status of the various projects going on around the Association:
   - Tree Trimming: Custom Cuts completed their work. Kathy intends on doing her portion of the tree trimming until the snow flies.
   - Vinyl siding repairs: Heiderscheid is to manage those after they are done with the roofing project.
   - Railing caps: Heiderscheid is to manage those after they are done with the roofing project.

6. We went through the Welcome! portion of the New Member's Packet that Joelen had updated and made corrections accordingly. Joelen will update these pages, then she and Kathy will meet to finalize the documents and bring them to the next meeting for a full review. Distribution is scheduled for sometime in January.

7. Carlos Juhn has been asking for reimbursement for the repairs to his deck post that he claims was caused by the rain spout missing for a couple of years. After further review the Board agreed to reimburse him $95.00 for the repairs. He will need to provide some sort of paperwork for Anne to have to document the repairs made. Kathy will advise him.

8. The Board agreed to take Rose off the main checking account as a signatory and replace her with Joelen. Joelen, Rose & Anne will go to the bank to make sure that occurs.

9. The meeting was adjourned at 9:42pm. (Kathy/Rose)