Heather Lake Association - Board Meeting
January 12, 2026 – 5:00PM - Nutini Residence

Board Attendance - Tom Nutini, Carol Scott, John Pekar, Doug Shaffer – Rita Mitchell (by phone)

Meeting Called to Order - Meeting called to order at 5:09PM

Approval of Minutes

- Motion to approve minutes of open meeting on November 10, 2025 made by Tom Nutini, seconded by John Pekar, motion approved.
- Motion to approve minutes of meeting on November 19, 2025 made by Tom Nutini, seconded by John Pekar, motion approved.

Updated Reports

Parks and Common Grounds - Rita

- Sealant for the fencing at the park entrance from E Glenhurst was purchased and given to Karen Wilson. Karen will hold on to it until weather warms up.
- Herbicide will be purchased and the depth of the sediment photos will be emailed to Jay who is completing the reserve study.
- Due to time constraints there have not been two more mowing quotes obtained. Doug provided one quote and Rita will follow-up with the vendor for details and will obtain a second vendor quote.
- Willows on the side of the pond will be cut and cattails will be sprayed when Tom cuts them down. Park bench cleaning is on a hold right now.

Treasurer's Report - John

- Discussion of the 2025 Profit and Loss Statements from QuickBooks. All expenses and revenue details were entered into EasyHOA in November. $29,048.42 gross revenue for the year 2025 from QuickBooks.
- EasyHOA breaks the budget down by month. Starting in November and going forward EasyHOA will show assessments in three places - association assessments, capital reserve, and convenience fees.
- Profit and Loss for November 2025 is printed from EasyHOA and P&L from December is from EasyHOA.
- John uploaded documents into EasyHOA – pdf's of the general ledger from QuickBooks, 2025 P & L by month and Huntington bank statements. He also created a folder for all invoices.
- Nine outstanding invoices for assessments.
- EasyHOA will assess a fee for using a credit or debit card. Discussion followed about passing those fees on to the homeowners when they pay by credit or debit cards.
- QuickBooks will be ended in January 2026. All documents have been printed for 2025.
- Tom asked why P&L $3,167.10 was entered twice - in error because $4,320.00 was not moved over into the reserve fund. Being moved in January is still in compliance since it is part of the 2025 budget. Tom will send receipt for EasyHOA showing the expense was made on December 31, 2025 so that expense can be out of the 2025 budget and not the 2026 budget.
- Reserve study discussed regarding Criterium requesting for our 2025 and 2026 annual capital reserve fund contribution amounts and also the 2025 operating budget.
- John asked for approval to pay $800 annual fee to K&C – Tom made the motion, Carol seconded. Motion approved.
- John will make changes and the financial report will be approved via email.

Deed's Restrictions/ARB Discussion – Tom

- Color palette discussion/clarification for Lot #20. DRM wording as to how colors fit into the spectrum of color palette. If a structure is under 200sf then there is more flexibility in structure color selection as long as it falls into the home color palette. Any structure over 200sf must be made of the same material and the same color as the home.

- Proposal to update Section 5.5 of the DRM to agree with the covenants. Tom explained the conflict of the language in the covenants disagree with the language in the current DRM. Doug discussed the reasoning for aligning with the township allowing two years. Discussion followed regarding how the two most current garage builds were completed within one year. Doug again reiterated that two years is what is in compliance with Bloom Township. Three years is complaint for a whole new home build and what the DRM has said since 1996.
- Tom clarified that the only thing that was being brought to the board today was to vote to send the suggested change draft out to the neighborhood and hold the official board vote for implementation at the March annual meeting. Tom made a motion to approve sending this proposed update to Section 5.5 of the DRM to the neighborhood for their review and input. Carol seconded. Three votes in favor and two against. Motion passed to send proposed change to the neighborhood for their review and input.
- Deed violations update. Discussion regarding storage pods in the neighborhood and the timeline for removal. Large vehicle (bus) has been removed following the receipt of friendly letter to homeowner. Lot #37 accruing a $50 month fine each month for trailer in driveway. All documentation (photos and letters) has been uploaded to EasyHOA.
- Only one ARB application has been received and already discussed for Lot #20.

Old Business

- EasyHOA software implementation – 56 out of 70 owners have signed up so far. John has started and is moving forward with file storage. All documents currently uploaded to the Heather Lake website need to be moved over to EasyHOA. John will end QuickBooks when he has all the information he needs loaded over to EasyHOA.
- Reserve fund study current status is that Tom and John have been in communication with Jay regarding some historical information and financials. The financial information, in reference to how much money we currently have in reserve, will be used as a guideline to how much we might need to raise or lower the assessments to cover the cost of any common grounds replacement/repairs that might be needed in the future.
- Huntington accounts and possibly merging to money market account. John discussed the major difference between the required capital fund and the operating fund. The operating fund allows for more latitude than the capital reserve fund. Further discussion reserved for later.

New Business

- Annual Meeting - March 19, 2026 – Wagnalls Memorial Library

Meeting Adjourned – 6:57P

Next Board Meeting

- February 23, 2026 at 5:00PM – Donato's

To Do List

- Rita will email the sediment report that was provided by Lake Doctors to Criterium Engineers
- Rita plans to bring two additional mowing estimates to the next board meeting for consideration and an official vote.
- John is working through Quickbooks to final the 2025 financial report for 2025. Once completed he plans to cancel this subscription.
- Tom will update EasyHOA with photos and documentation for Lot 37 vehicle violation.
- Tom will send John a copy of the EasyHOA payment receipt that pays for the software until October 2026.
- Doug volunteered to begin uploading meeting minutes into the EasyHOA website.
- Tom will email the records retention regulations to all board members.

Actions without a meeting

- Tom changed the February 2026 meeting location to the new Canal Winchester Library.

- Please review the Reserve Study draft for February 23rd meeting discussions.