



## Crystal Pond Board of Directors Meeting

### August 2025 Meeting Minutes

Location: Roxann Repasy's residence, Swan Lake Circle

Date: August 23, 2025

Time: 9:05AM

Attendees: Scott Lange, Roxan Repasy, Diana Eaton, Emily Isaacson

#### **I. Call to order**

- A. Scott called to order the first monthly meeting of the newly elected Crystal Pond Condominium Association Board of Directors on August 23, 2025, at 9:05 a.m. at Roxann's residence.

#### **II. Roll Call**

- A. The meeting was called to order with the following members in attendance: Scott Lange, Roxann Repasy, Diana Eaton, and Emily Isaacson.

#### **III. Board member role assignments**

- A. Following the resignation of Patrick McGahan as a board member, roles for the remaining four members were assigned as follows:
  - 1. President: Scott Lange
  - 2. Vice President: Roxann Repasy
  - 3. Treasurer: Diana Eaton
  - 4. Secretary: Emily Isaacson

#### **IV. Review of board members' roles and responsibilities**

- A. A discussion was had of the roles and responsibilities of each individual on the board, and overall commitment to serving the community.

#### **V. Meeting agenda and Minutes Review**

- A. The minutes for the previous meeting (August 2nd 2025) were previously approved and posted to the Resident Portal.
- B. The current meeting agenda was reviewed and opened for discussion.

#### **VI. Lombardo Update**

- A. Scott provided an update on the status of litigation action against Lombardo.
  - 1. The board held a community wide vote in an effort to amend the bylaws to allow for legal action to be taken against Lombardo. The vote didn't pass, not enough co-owners submitted a vote (required 67 votes, only received 22). Many community members found the notice unclear.
  - 2. Possibility of a special meeting to be called for co-owners to discuss litigation and vote again.

#### **VII. Monthly Financial Review**

- A. The audit for the fiscal year 2024-2025 was unable to be completed due to lack of supporting documents. A review of both Operating and Reserve accounts were shown to be in good order. Notice was sent to co-owners via the Resident Portal.

- B. The budget for fiscal year 2025-2026 was reviewed.
  - 1. Reserve funds to be 10% of annual expenses.
  - 2. Roxann brought forward a new layout for the budget that breaks down costs into categories. Scott motioned to approve the new format for distribution to co-owners, Roxann second. Unanimous vote for approval of new format. The budget was sent to co-owners via the Resident Portal.
- C. Delinquent accounts were reviewed. The Board discussed LevelUp reaching out to two co-owners to discuss delinquencies. Others have been addressed.
- D. As of 9/1, debts to Meadows Lawn Care will be even.

**VIII. Tasks Status**

- A. April Rain to finish the final set of sprinkler work this week (8/25). After completion, 100% of sprinklers will be functional!

**IX. Modification Requests**

- A. No modification requests have been submitted this month to be discussed.

**X. Annual Meeting Review**

- A. Discussion around due increase to \$400, 5+ co-owners have moved since increase in dues. Going forward, new co-owners will come in with expectation of dues.
- B. Discussion was held regarding the vote earlier this summer. Not voting on movements is considered a no vote. Not enough votes to count.
- C. A letter received from a new co-owner regarding their perspective of the annual meeting. Suggestions for transparency. The board appreciates open communication with co-owners to promote community cohesiveness.

**XI. New Business**

- A. A new Facebook group will be made for co-owners to join. This will be a private group only for residents of Crystal Ponds, it will require administrator approval to join the group to ensure co-owners only. This will be a place for announcements, fun happenings, community events and involvement, etc. Co-owners can look forward to the announcement of the page soon.

**XII. Communication**

- A. Co-owners will be reminded that LevelUp is the first point of communication. LevelUp will contact the Board if our action is required.
- B. Co-owners are also reminded that vulgarities will not be tolerated when communicating with LevelUp or via the HOA email. Respect and professionalism is expected of all co-owners.

The next board meeting will be held at Diana's residence and is scheduled for Saturday, September 6th at 8am.

Scott Lange adjourned the meeting at 11:50am

Submitted by: Emily Isaacson, Secretary. Dated August 27, 2025.