

WOODHAWK CLUB ONE ASSOCIATION
Meeting of the Board of Directors
Tuesday, October 14, 2025

Present:

Nancy Erdey, President
Alex Schechter, Vice President
Charles Iseman, Treasurer
Joe Rettman, Member At Large

Absent: Stephanie Farley, Secretary

Guests: Olga Osipoff, Property Manager
Charles Schulman, Carlyle Management

Call to Order

President, Nancy Erdey, called the meeting to order at 2:05 p.m. A quorum was present.

Approval of the Minutes

The minutes of the meeting of September 25, 2025 was reviewed. Joe Rettman asked that "allegations of financial fraud" be inserted into the minutes so that the sentence would now read: *"The President read a letter from Kaman and Cusimano regarding allegations of financial fraud made by a resident of Woodhawk One."* **Alex Schechter moved and Joe Rettman seconded the motion to approve the minutes with the suggested modification. Board members unanimously voted to approve the minutes with the suggested modification.**

Report of the President (Nancy Erdey). The President reminded Board members to re-read Kaman and Cusimano's booklet entitled "Operations Guide for Board Members of Community Associations," in particular sections relating to contracts, records, minutes etc.

The President outlined procedures that will be followed as the Board moves ahead.

All contracts and expenditure of funds will be reviewed and approved by the Board and documented in the Minutes.

Only the President of Woodhawk One will sign any contract approved by the Board. In addition, the Vice-President or another member of the Board will initial the President's signature.

An ongoing log of all contracts (and actual copies of the signed contracts) will be maintained by the Property Manager.

Administratively the Secretary of the Board will review any communications to be sent out to Woodhawk One residents by the Property Manager to ensure that communications to residents reflect approved Board policy etc.

Elevator Modernization (Alex Schechter). Alex Schechter gave an update on the review of the contract with TK Elevators for elevator modernization for Woodhawk One. Kaman and Cusimano reviewed an addendum to the proposed contract including paragraph 9 of the TKE proposed contract. Changes were suggested including the address for the Woodhawk Condominium Owners Association. He proposed that these changes be communicated to TK Elevators in a letter sent by Kaman and Cusimano and that a meeting be scheduled. **Joe Rettman moved and Alex Schechter seconded a motion to send a formal letter to Kaman and Cusimano to review the revised contract and send to TK Elevators. The motion passed by a vote of 4 to zero.**

Treasurer's Report (Charles Iseman).

[Signature Authorization]. A new signature authorization letter dated October 9, 2025 naming Nancy C. Erdey, President, and Charles Iseman, Treasurer, as designated signors on all accounts and investment vehicles and transactions. Joe Rettman's name was removed as a signor. (Copy of letter in Master copy of these Minutes.)

[Payment for Capital Expenses].

Alex Schechter moved and Charles Iseman seconded to pay Owner Miller \$91,275 for roofing and painting. (See below) Funds to come from reserve funds from account to be determined by Treasurer and Carlyle Management including cashing in a reserve fund CD before maturation if necessary. [The motion passed unanimous vote: 4 to 0].

\$19,250 for roofing on 109-115 Fox Hollow

\$22,000 for roofing 129-139 Fox Hollow

\$22,525 for roofing on 147-161 Pheasant Run

\$27,500 for pressure washing and painting for 360-370 Thistle Trail

NEW BUSINESS

2026 Budget. The Board reviewed a draft of a proposed budget for 2026 prepared by Charles Schulman. Minor adjustments were made. The Board will review and approve the revised budget at its next meeting.

Adjournment and Next Meeting: The Board adjourned by consensus at 6:59 pm. The next meeting of the Board will be November 5, 2025 at 5 pm in the Master Association Office.

Respectfully submitted,

Nancy C. Erdey, President and
Recording Secretary

Minutes Approved _____, Date _____
Stephanie Farley, Secretary