

WOODHAWK CLUB ONE ASSOCIATION
Meeting of the Board of Directors
Thursday, March 19, 2026

Present:

Nancy Erdey, President
Alex Schechter, Vice President
Charles Iseman, Treasurer
Stephanie Farley, Secretary (via phone)
Joe Rettman, Member at Large
Don Sneiderman, Assistant Treasurer (non-voting)
Celeste DiCillo, Assistant Secretary (non-voting)

Guests: Olga Osipoff, Property Manager

Call to Order: President Nancy Erdey called the meeting to order at 6:28 pm. A quorum was present.

Approval of Minutes: Joe Rettman moved and Charles Iseman seconded to approve the Minutes of the Meeting of March 5, 2026. The Minutes were approved unanimously.

Treasurer's Report (Charles Iseman): Charles Iseman reported that reserves were at approximately \$961,000 at end of January, and that final figures were yet to be received from Carlyle. The revised financial reports for the period ending 12/31/25 and the financial reports for the period ending 1/31/2026 have not been received from Carlyle. Discussion deferred until the reports and revised budgets are received from Carlyle.

2026 Budget Review and Approval: Budget review and approval was deferred pending receipt of revised, corrected 2026 budget from Chuck Schulman.

Audits: The President reported that she has received the audit letter from Cross and Associates for 2024 and is waiting for the 2025 audit in April. When the 2025 audit is received a special meeting of the Board will be called and the results of the audits reviewed. A representative from Kaman and Cusimano (Jay Cusimano) will be invited to this special meeting reviewing the audits.

President's Report (Nancy Erdey):

Records: The President reported that four boxes of administrative and corporate records from Western Reserve were found to be stored in the Maintenance Garage. There had been no notification or search for these records to or by Carlyle Management. In addition, she reported that she had received, via a zip drive from the former Western Reserve Property Manager, all the financial records of Woodhawk One held by Western Reserve at time of transfer of management from latter to Carlyle Management. Western Reserve did electronically transfer all financial records to Carlyle Management at the time of management transfer in 2024. The President provided copies of a letter she received from Dan Moskowitz of Western Reserve Management.

The President thanked Stephanie Farley and Celeste DiCillo for doing an inventory of all Woodhawk One records currently held in the Carlyle Management offices. The plan is to bring all the records back on site and store them in the Master Association office.

Master Board Issues: The President requested minutes, financials, and budgets for 2024 and 2025 by letter from the Master Board. She reported that she did receive these records. Financial questions and issues were raised by the review of these records. After a brief discussion, the Board will request that the Master Board conduct an audit of financial records for 2024 and 2025.

Charles Iseman moved and Joe Rettman seconded to respectfully request the Master Board conduct an audit of its finances for 2024 and 2025. In addition, the Board of Woodhawk One requests these audits should include explanations and documentation for the overpayments of Woodhawk One to the Master Board in 2025 and an accounting and documentation of the expenses incurred in the recent Woodhawk Clubhouse renovation. Alex Schechter and Stephanie Farley declared a conflict of interest and did not vote. The other three members of the Board voted unanimously to approve the motion. The motion passed.

The President reported on outstanding legal issues currently being reviewed by Kaman and Cusimano.

Elevator Modernization Report (Alex Schechter):

Discussion of Bank Loan for Elevator Modernization: Nancy Erdey, Charles Iseman and Don Sneiderman met with representatives of Key Bank about the possibility of a loan for the replacement of the elevator for Building 120. Given the requirements for obtaining a loan and the lack of required financial reports (e.g. 2024 audit), it was concluded that obtaining a bank loan would not be possible at this time. However, with improved financial reporting and audits, future elevator replacements could be financed by bank loans.

UNFINISHED BUSINESS

Resident Issues

Dryer Vents — Joe Rettman said that he had checked the handbook and that owners are responsible for maintenance of their unit's dryer vent and that he had a good contractor clean his own unit recently. Nancy Erdey asked that Olga Osipoff draft a note to be sent to all Woodhawk residents and sent to Stephanie for review.

Drainage Pipes -Joe Rettman and Alex Schechter reviewed the drainage pipe issues on Fox Hollow Court and stated that there was no damage to the brick wall in question. They explained which part of the drainage pipe is the responsibility of the unit owners to maintain.

Bushes – The bushes behind Heather Court were trimmed.

NEW BUSINESS

Fencing Behind Thistle Trail/Acacia Cemetery: The issue of unauthorized persons coming through the open fencing area in homes behind Thistle Trail facing Acacia Cemetery. At the Town Hall meeting the Mayfield Heights Chief of Police encouraged residents on Thistle Trail to call the police if they see any unauthorized persons in the area. The Board will continue to investigate the issue of the fencing behind Thistle Trail townhomes.

Board Insurance – Stephanie Farley stated that the bill has been paid and the Board is covered.

Capital Repairs for 2026 - A preliminary list of capital repairs for Woodhawk One was presented. This list will be reviewed and an assessment made as to priority for the coming year. Bids will be sought and the Board will review and approve projects in Many. The Board approved hiring a structural engineer to assess the safety issues with retaining walls and driveways and also provide criteria/specification for repairs that will be used in procuring bids.

EXECUTIVE SESSION [Notes attached/confidential]

Next Meeting and Adjournment: The next meeting of the Board will be determined. The Board adjourned by consensus at 8:08 p.m.

Respectfully submitted,

Celeste DiCillo
Assistant Secretary and Recording Secretary

Minutes approved _____ Date _____
Stephanie Farley, Secretary

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EXECUTIVE SESSION [Confidential]

Management Committee: Nancy Erdey reported on the committee's recommendations for management of Woodhawk One. The Management Committee recommended that the agreement with Carlyle Management be terminated and that another property management company be retained to provide billing/financial services and property management. The committee reviewed several management companies and an accounting firm in the process and recommended that Lake Management Company (LMI) be retained for Woodhawk One. She reported that she had spoken with Jay Cusimano regarding the matter and that there were no issues with LMI at this time.

The Board will move ahead and obtain a formal proposal from LMI for property management services. Three references from LMI were also requested. The Board will review the LMI proposal and vote in the coming months.

A suggestion was made to have a "Transition Committee" to ensure that the transfer between management companies goes smoothly and that the issues with the former management change do not recur.

Landscape Committee: Members of the Landscape Committee will plant the flower container pots for use in the fronts of the mid-rise buildings. The cost is budgeted at \$2,000. By minimizing reliance on a contractor and handling this inhouse, we anticipate a savings of approximately \$34,000 compared to last year.

Alex Schechter reported that he had obtained several bids for landscaping. The Board reviewed the bids and discussed them. It was the consensus of the Board to proceed with a formal agreement/contract with Ianiro Landscaping for 2026. The agreement and contract with Ianiro will be obtained and presented to the Board for a formal vote.

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