

Bells Landing Homeowners Association

Board Meeting Minutes

Date: September 22, 2026

Time: 6:00pm

Location: Bells Landing Clubhouse

Meeting type: Regular Meeting

Attendance

Board Members present: Tim Coughlin President, Luke Andrews Vice President, Jo Ann Green Treasurer, Heather Hildebrand Dockmaster, Mark Allen Secretary

Board Members absent: None

Guests and staff: Tra Coughlin Past President, Holly Grooms, Nicole Brumble, and Terri Teodecki

Quorum: The Chair confirmed that a quorum was present.

1. Call to Order

The meeting was called to order by President Tim Coughlin at 6:00pm.

2. Establishment of Quorum

Tim Coughlin, President, declared a quorum, with all board members being present.

3. & 4. Approval of Agendas

Tim Coughlin President, disposed of this item being that the agenda was approved by vote outside of a meeting.

5. Officer Reports

- **President's Report** --The President provided a summary of the water damage loss and claim in Unit 8 and damage claims by Units 7 and 9. The President reported that the Board needs insurance declaration pages from each owner (as required by the HOA Rules) as it appears that Unit 8 allowed their insurance to lapse, The President also reminded that the Rules required all contractors to provide proof of liability and workers' compensation insurance, which there is no record of at Unit 8. Lastly the President remarked that updated owner information sheets were needed for each Unit.

- The President moved to update the late fee of \$10 for late payments to the Bells Landing Condominium Association to \$50. Motion was seconded by Mark and upon vote the increase was approved unanimously.
- The President moved to request updated new insurance declaration pages, leases, and owner information sheets seconded by Mark. This motion passed unanimously with all board members voting yes.
- Treasurer's Report and Financial Report – There is \$127,888 in checking, 188,415 in the reserve account and the Boat and Shed Account owes \$5,600 to the operating account for a total of \$310,620. At this time, she passed out the budget approved by the previous Board.
 - After some discussion Mark made a motion and seconded by Luke to move any additional funds from the operating account quarterly to the reserve account, no vote was taken at this time.
 - Discussion concerning the parking lot and the Treasurer reported to the board that a prior estimate was obtained in the past that was \$62,000 to repair the parking lot.
- Secretary's Report

The Secretary at this time reported to the board that he did not have access to the prior minutes of the board meetings and made a request of the prior President if she could provide those minutes. At this time, she stated that she could not provide all the minutes of the past meetings of the board.
- Dockmaster's Report – That there are 18 boat slip and only 6 were currently rented and that 7 of the 21 sheds were currently rented.
 - A discussion was held among the board members at this time concerning how to increase the usage of these amenities. It was the consensus of the board that communication should be sent to the owners to increase the use of these amenities.

6. Unfinished Business

- The clubhouse A/C unit replacement was discussed and after discussions it was decided to hold this item until better pricing could be obtained.
- Roof leak on Unit 9 was discussed, and it was reported that the repair was completed with only the painting remaining.
- Changes to the governing documents was discussed and it was decided to obtain a copy of the prior draft documents.

7. New Business

- The President stated that he preferred to use the term working groups instead of committee to ensure that everyone is aware that the group assigned with the task realized that all final actions will be taken by the Board as a whole.
- The President stated that the following Working Groups would be formed. And upon discussions of the Board, it was decided that each Working Group would be encouraged to solicit and/or recruit additional members from the community. After discussion and agreement, the following Working Groups and initial board members were recommended by the President:
 - Floating Dock & Utilization Working Group: Heather Hildebrand, Luke Andrews and Tim Coughlin, along with Holley Grooms as an owner
 - Governing Documents Working Group: Tim Coughlin and Luke Andrews
 - Parking Lot Work Group: Jo Ann Green and Rick Green, as an owner
 - Property Management Working Group: Jo Ann Green and Mark Allen
 - Web Site Working Group: Luke Andrews and Stephanie Andrews, as an owner
 - Reserve Study Working Group: Tim Coughlin and Mark Allen

Motion made by Mark Allen and Seconded by Luke Andrews to approve the President's requested Working Groups. A vote was called for by the President and all voting yes. The President then called that the motion passed.

There was considerable discussion of the expedited need for replacement of the floating dock in light of the DNR's Emergency permit to replace the entire dock and the run-down condition of the floating dock. There was discussion on the DNR's communications to the prior board on the condition of the dock.

4. Adjournment

There being no further business, the meeting was adjourned at 7:15pm.

Approval

Secretary's Signature: _____ Date: _____

President: _____ Date: _____

These minutes are a concise record of proceedings, decisions, and assigned actions rather than a verbatim transcript.