



LIGHTHOUSE CONDOMINIUM ASSOCIATION, LTD.

Saturday, June 14th, 2025, 10:00 am, UL Garage

Present: President Karen Oleski, Vice President Tony Seibert, Treasurer Ken Friday, Property Manager Jeff Verhagen and Secretary Becky Heile

Previous Minutes:

Treasurer's Report: Ken Friday

- Reserve Fund: \$ 58,159.75
- Operating Fund: \$ 23,693.91
- Loan Balance Flood: \$ 17,804.50
- Loan Balance EIFS Caulk/Paint: \$140,343.43

Building Manager's Report: Jeff Verhagen

- Window cleaning will happen sometime next week, Mon the 16th or Tues the 17th.
- The video surveillance cameras were installed last week plus surveillance signs added to the outside entry doors.
- Relative Electric came last week to do the annual maintenance for the generator.
- We've been having some water issues over the past few years due to toilets and sinks between owner's units. Insurance has been involved in several instances. You may want to replace the plastic push/pull valves to your sinks and toilets. There are 12 total sets!
- Many of the main water shutoff valves to your units **can't** be turned off, owners may want Owners that leave on vacations or for the winter would be advised to turn off the water to to check and let us know.
- their units to minimize water issues for the owners below you.

Old Business

- Ballots were turned in regarding Ken Friday's 2025-2028 term for treasurer. A quorum was not reached but Ken received the majority of the responses of those in attendance and as well as proxies.
- Just a reminder...when owners are renting their units to NON family members, they need to provide a lease agreement (for at least 6 months worth) to the board members in advance of the move in date.

New Business

- Ken presented current spreadsheets and graphs showing we are on track in accordance with the Reserve Study. At this point, we expect the HOA's will stay at \$700 for 2026. But of course if something major comes up we may have to increase. A financial review will be started in October.
- A financial review will be started in October.
- Joe Garni (Unit 503) has volunteered to take Jeff's place as Property Manager in Sept through 2027. Joe's an engineer and seems **very** capable. All will be good.

- The creek trash rack is doing it's job, keeping wood and debris from clogging the creek bed and causing flooding.
- Tim Wellnitz has volunteered to take Kareen Oleski's place as Board President starting in either September or December.
- The 8th floor elevator misalignment is still a bit of a problem. It has been checked and rechecked...can't find the reason. In the meantime, check your own liability insurance to make sure you're covered should anything happen.
- A motion was made and passed for a committee to check on the possibility of putting speed bumps on Lake St to alleviate the speeding problem that is occurring. The next city traffic safety meeting is on September 22nd. Our committee will follow up with advising them of our concerns.
- Two other motions were made and passed to form committees to **1)** Work on alternatives for the Lighthouse Condo sign...removal, relocation, seating, etc, headed by Jim Lipusch (501) and Joanne Scheuller (401) and **2)** Creating some kind of a common seating area on the north west side of the building headed by Judy Kopka (302). They will report back to the board.

Meeting Adjourned: 11:28 am.

Next Meeting: Tuesday, August 19th, 2025, 3:30 pm. at Inventors.



LIGHTHOUSE CONDOMINIUM ASSOCIATION, LTD.

Tuesday, May 6th, 2025, 10:00 am, UL Garage

Present: President Karen Oleski, Vice President Tony Seibert, Treasurer Ken Friday, Property Manager Jeff Verhagen and Secretary Becky Heile

Previous Minutes: 1 change...the open Annual Board Meeting will meet in the UL Garage

Treasurer's Report: Ken Friday

- Reserve Fund: \$ 50,051.58
- Operating Fund: \$ 28,412.24
- Loan Balance Flood: \$ 18,234.78
- Loan Balance EIFS Caulk/Paint: \$151,131.51

Building Manager's Report: Jeff Verhagen

- Window cleaning will happen sometime during the Memorial Day Week...May 25 - 31.
- Since people travel it was suggested that more than 2 days notice be given before the washing of the garage floors...perhaps a week.
- LaRosa added new mulch to the landscaping.

Old Business

- The carbon monoxide air exchanger is all installed AND paid for.
- A motion was made and passed to buy 2 more security cameras so all 5 entrances can be covered. So with an initial payment of \$350 for 4 cameras, plus 2 more plus an electrician to hardwire them all (\$1150), it comes to a grand total of \$1500.00.
- The Workmans Comp review is complete and filed.

New Business

- **Important Board Info...**

The position of **President** will be open in June, 2025...Karen will be stepping down as president but is willing to stay on as a board member.

The position of **Property Manager** will be **open** in September, 2025 as Jeff will be moving.

The position of **Treasurer** will mature in June, 2025, however Ken is willing to stay on as Treasurer until Dec 31, 2026. It would be beneficial to start training the replacement no later than June/July 2026.

The positions of **Vice President** (Tony) and **Secretary** (Becky) mature in June of 2026. So people, we have to step in here. Recruit Recruit RECRUIT! If we don't find some people from within the building to fill these positions, we'll have to hire an outside management company...for big big BIG bucks!

- Unit #604 has been sold, closing will be sometime this month. New owners forthcoming!
- Ken went over some Budget Tracking as per the Reserve Study, comparing Actuals vs Budgeted for 2024 and 2025. So far we seem to be right on track.
- **Our Biannual Open Board Meeting will be held on June 14th starting at 10:00 am. The location is in the Upper Level parking garage (or weather permitting out in the north parking lot)! Bring chairs! Donuts will be provided!!!**

Meeting Adjourned: 11:44 am.

Next Meeting: A special finance meeting, May 14th, 2025, 3:00 pm.



LIGHTHOUSE CONDOMINIUM ASSOCIATION, LTD.

Wednesday, April 2nd, 2025, 3:00 pm, Unit #803

Present: President Karen Oleski, Vice President Tony Seibert, Treasurer Ken Friday, Property Manager Jeff Verhagen and Secretary Becky Heile

Previous Minutes: Have been reviewed and approved.

Treasurer's Report: Ken Friday

- Reserve Fund: \$ 55,036.51
- Operating Fund: \$ 34,248.06
- Loan Balance Flood: \$ 18,663.35
- Loan Balance EIFS Caulk/Paint: \$156,460.81

Building Manager's Report: Jeff Verhagen

- LaRosa Landscaping came through and did some spring cleanup. The grounds look beautiful!
- The annual fire alarm testing took place on April 1st.

Old Business

- The carbon monoxide air exchanger was installed on April 3rd.
- The security cameras are here and offer two options for recording mode...Continuous Recording vs Motion Detection. We're planning on using motion detection which saves on storage space and extends how long we can retain history. The cameras have night vision and will adjust automatically based on the available light. Relative Electric will come in and hardwire all 4 cameras which will cover all the outside doors. Preliminary testing of the quality of the cameras is excellent.

New Business

- Open parking has ended. Please park in your designated spots...March 31st to Dec 1st.
- The decision to switch from Cintas Fire Protection to JM Brennan Fire Protection has been made. Money will be saved and Jeff will get it done.
- **Our Biannual Open Board Meeting will be held on June 14th starting at 10:00 am. The location is in the Lower Level parking garage! Bring chairs! Donuts will be provided!!!**
- The Workman's Comp review is underway and should be completed by May 1st.

Meeting Adjourned: 4:00 pm

Next Meeting: May 6th, 2025, 10:00 am

Spring is Trying! Enjoy the Changes!



LIGHTHOUSE CONDOMINIUM ASSOCIATION, LTD.

Wednesday, February 26th, 2025, 3:30 pm, Common Area 8th floor

Present: President Karen Oleski, Vice President Tony Seibert, Treasurer Ken Friday, Property Manager Jeff Verhagen and Secretary Becky Heile

Treasurer's Report: Ken Friday

- Reserve Fund: \$ 45,011.04
- Operating Fund: \$ 38,226.77
- Loan Balance Flood: \$ 19,521.43
- Loan Balance EIFS Caulk/Paint: \$161,854.23

Building Manager's Report: Jeff Verhagen

- Replacement of the broken carbon monoxide air exchanger make up air exchanger is in and is scheduled to be installed within the next couple weeks.
- We're using LaRosa Landscaping again this year. Their invoice increase was consistent with the 3% we assumed in budgeting.

Old Business

- Our new QuickBooks program is now totally online.

New Business

- Judy Kopka and her son did an **awesome** amount of research regarding security cameras and made several recommendations to the Board. A building internet system that would allow camera data to be stored in the Cloud may be too expensive at this time so they came up with a system called **Defender which includes 4 cameras at a mere \$349.99!** They record on a two week rotation and have a USB card that can be removed and checked as needed. These could be placed to connect to existing electrical sources. More could also be added later. Cameras could be placed as follows...

1. Security camera in the front unlocked lobby. This be in addition to the camera that is there now that is linked to Spectrum.
2. Security camera on ground floor that would cover elevator, door from garage, and front entry.
3. Cameras on UL and LL parking levels that would cover both man doors and garage doors.
4. Add signage that says "Security cameras in use" next to all cameras as a further deterrent.
5. Also put film on the foyer windows to prevent people looking in.
6. Recommendation to lock all bikes. Police noted only a few were locked. Also a good idea to lock your car doors when you leave.

A motion was made by Karen to buy this Defender Security System and was seconded by Jeff.

- Our current insurance provider contract was renewed as of Feb 8 at the previously discussed 14% increase. No other providers were interested in quoting.

- Reviewing of the Reserve Study is ongoing. Once again, Karen Oleski has 2 hard copies of the study if anyone is interested.
- The city will continue sending updates regarding the water treatment plant progress.
- According to the Executive Summary, **HOA fees are due at or near the beginning of each month** (between the 1st and the 10th). Please pay as close to the 1st as possible...makes it easier on Ken, our **volunteer** treasurer!

Meeting Adjourned: 4:32 pm

Next Meeting: March 26th, 2025, 3:00 pm



LIGHTHOUSE CONDOMINIUM ASSOCIATION, LTD.

Wednesday, January 8th, 2025, 3:00 pm, Common Area 8th floor

Present: President Karen Oleski, Vice President Tony Seibert, Treasurer Ken Friday, Property Manager Jeff Verhagen and Secretary Becky Heile

Last Month's Minutes: Approved. No changes or additions were brought forth.

Treasurer's Report: Ken Friday

- Reserve Fund: \$ 44,999.68
- Operating Fund: \$ 39,000.86
- Loan Balance Flood: \$ 19,947.79
- Loan Balance EIFS Caulk/Paint: \$172,347.12

Building Manager's Report: Jeff Verhagen

- Replacement of the broken carbon monoxide air exchanger with J&H is planned for later on this month. Good News is that, at this time, NO SPECIAL ASSESSMENT will be required!

Old Business

- We welcomed our new board member today, the illustrious **Tony Seibert, Vice President!**
- After evaluating the "Simple Start" upgrade subscription for QuickBooks, Ken deduced that it will be sufficient for our online needs.

New Business

- Due to the recent thefts, the Safety Committee of Judy Kopka, Mike Weller and Don Harvey is planning a walk-around with the local police to see if they can come up with some good ideas to make things safer. In the meantime, **continue to lock up your cars and bikes.**
- Karen presented a Premium Summary of our insurance provider, Hanover, Travelers & Acuity. A motion to accept their 14% increase on our Ansay related policies was discussed and passed.
- Reviewing of the Reserve Study is ongoing. Once again, Karen Oleski has 2 hard copies of the study if anyone is interested.
- Tony's first assignment as VP will be updating the Workmans Comp policies. This will start in the April/May timeframe.
- The city will continue sending updates regarding the water treatment plant progress.
- Karen received a thank you note from the Port Washington Food Pantry for our food and cash donations in November. We had 93 pounds of food. Thanks to all who donated!

Meeting Adjourned: 4:07 pm

Next Meeting: February 12th, 2025, 9:00 am



LIGHTHOUSE CONDOMINIUM ASSOCIATION, LTD.

Saturday, Dec 14, 2024, 10:00 am, Common Area 8th floor

Present: President Karen Oleski, Secretary Becky Heile, Treasurer Ken Friday, and Property Manager Jeff Verhagen

Treasurer's Report: Ken Friday

- Reserve Fund: \$ 14,995.08
- Operating Fund: \$ 16,914.44
- Loan Balance Flood: \$ 20,374.55
- Loan Balance EIFS Caulk/Paint: \$177,580.00 (an adjustment will be made by Dec 31).

Budget Report: Ken Friday

- Ken provided handouts showing our 2024 expenditures as well as the proposed 2025 expenditures with a 3% cost of living increase. Included in his handouts was a pie chart so one could see just how big a piece of the pie each expenditure takes up. Because of this information, the board had a special budget meeting in October and came up with the \$70 increase in our association dues beginning in January, 2025. If you have payment transfers from your checking account, please adjust it to \$700.
- The upgrading of QuickBooks and Windows subscriptions may be deferred until the end of 2025. A "Simple Start" (base version) subscription has been purchased. Ken will begin evaluating it to ensure it meets our needs. If it proves to be insufficient we'll continue with the existing situation for 2025 and adjust the budget for 2026 to accommodate the higher cost. If it proves to be a fit, we'll continue forward with the transition.

Property Manager's Report Jeff Verhagen

- Cintas 5 year sprinkler inspection is due to be done sometime in 2025.
- Replacement of the broken carbon monoxide air exchanger is in progress. Jeff has received 2 quotes for its replacement...\$22,000 (from J & H who have worked with us for close to 20 years) and \$45,000 (from JM Brennan)! Almost seems like a no brainer to me! So because we've had some unexpectedly HUGE expenditures, there was talk of another special assessment. The condo owners at the meeting amazingly completely understood.
- A broken bracket was replaced on the LL garage door...\$275.
- There's a broken light fixture on one of the south entrance pillars. A police report was issued.
- Our insurance renews on Feb 8th. We have not as of yet received the new premium quote. It's usually in the \$17,000 range.

New Business

- We have recently had a problem with theft and destruction of packages in our lobby. A committee of three (Judy Kopka, Mike Weller and Don Harvey) have volunteered to do research on different security cameras to be strategically placed near our entrances.
- Due to the recent thefts, should the security codes inside the main entrance be changed? Should a "no see in film" be placed on the windows of the main entrance? Please be sure to lock your cars AND your bikes in the garage.

- It looks like we have a volunteer for the Vice President board vacancy...Tony Siebert in #504!
- A **BIG Holiday Thanks** goes out to Kiko and John, #704, for Wine Friday on December 6th!
- A special thanks goes out to all who donated to the Food Pantry last month. This included a large cart full of food plus a check or two for good measure!
- The city will continue sending updates regarding the water treatment plant progress.

Meeting adjourned: 11ish am

Next Meeting: January 8th, 2025 3:00 pm



LIGHTHOUSE CONDOMINIUM ASSOCIATION, LTD.

Monday, Nov 25, 2024 3:00 pm, Karen Oleski #803

Present: President Karen Oleski, Secretary Becky Heile, Treasurer Ken Friday, and Property Manager Jeff Verhagen

Treasurer's Report: Ken Friday

- Reserve Fund: \$ 15,000.58
- Operating Fund: \$ 12,512.38
- Loan Balance Flood: \$ 20,799.39
- Loan Balance EIFS Caulk/Paint: \$177,580.33

Building Manager's Report: Jeff Verhagen

- On Nov 19, Cintas was in to do the annual sprinkler inspection. Everything passed except for a check valve in the pump room on the newly installed backflow preventer. Contacted Blair Fire Protection to ascertain if this would be covered under warranty. There's a possibility it was damaged during the water main break, which could void the warranty.
- We're due for our 5-year fire protection inspection in 2025. Jeff was given a ballpark figure of \$5000
- J&H Heating was in to look at the broken carbon monoxide air exchanger unit. Parts aren't available and a new one is being quoted on. They were able to at least turn it on and bring in fresh air from the outside. The blower that failed tempers the air, heats it.
- Roof fan belts were replaced again and all five units had badly damaged belts. One belt was actually broken and the unit was just spinning. The motor mountings are loose which causes the belt alignment to not work. The ball bearings in the motor are failing as well. They all need to be replaced and was told it would be less expensive to do all of them at one time. We're waiting on pricing.

Old Business

- We still have a board vacancy for Vice President. Please, if anyone has any interest in this position, contact a member of the board. It's so important! And it's a way to get your 2 cents worth in!
- Regarding the on-line QuickBooks update...Ken met with Jeff Barber, our accountant, and found a version for \$35/month. We'll begin our subscription in December and complete the transition so as to cut over January 1st.
- The balconies are all updated. Should be good to go until 2029!
- Kiko and John Girouard would like to invite you to **Wine Friday, Dec 6th at 6:30 in Unit 704.** They will provide appetizers and wine. Feel free to bring a snack or a bottle to share. Enjoy the holiday spirit with your neighbors.

New Business

- **December 14 is our semi annual open board meeting** in the common area of the 8th floor...10:00. We will be discussing our yearly expenditures as well as the status of the Reserve Study. Mark your calendars and bring a chair...donuts will be provided.
- **Winter open parking** on the North Lot starts on Dec 1 and lasts through March 31st.
- Due to the holidays, garbage collection will be only on Tuesday this week. Please don't overfill the bin with items that can wait, until they catch-up from the holiday.

Meeting adjourned: 11:00 am **Next Meeting:** Dec 14, 10:00 am at the 8th floor common area.



LIGHTHOUSE CONDOMINIUM ASSOCIATION, LTD.

Wednesday, October 30, 2024, 3:00 pm, Karen Oleski #803

Present: Karen Oleski, Becky Heile, Ken Friday, and Jeff Verhagen (via phone)

Treasurer's Report: Ken Friday

- Reserve Fund: \$ 5,462.67
- Operating Fund: \$ 21,383.89
- Loan Balance Flood: \$ 20,799.39
- Loan Balance EIFS Caulk/Paint: \$182,743.46

Building Manager's Report: Jeff Verhagen

- The staining on the Lower Level Garage is either due to a landscaping issue or a sealant problem. Investigation is in progress.
- The planned date for window washing is (was) Thursday, Oct 31, pending weather.
- The meters on the Upper Level Garage are being replaced by WE Energies...25 so far.

Old Business:

- Outdated computer and Quickbooks updates are in progress with a January target date. A more dependable and upgraded system is needed for a better online presence.
- The repainting estimates of the ceiling in #102 are in progress.
- One resident has complained about 2nd hand smoke getting into their condo. This really should be brought up to individual neighbors to discuss your concern.

New Business:

- **ATTENTION!!! We are sad to announce that due to the resignation of Judy Kopka, we have a Vice Presidential board vacancy.** We would love to have a volunteer come forward to fill this spot. Please consider this position. It's important!
- Any suggestions for a **Holiday Party** this year? Please talk it up. We have a wonderful building full of wonderful people. Let's celebrate!
- **December 14 is our semi annual open board meeting** in the common area of the 8th floor...10:00. Mark your calendars and bring a chair.
- Food donations for the Food Pantry will once again be collected in the common area of the 8th floor. The collection cart will be out from Nov 1st through the 21st. Help make someone's Thanksgiving delicious!
- **Unfortunately, due to an underestimate by the Reserve Study regarding balcony repairs, and because costs have continued to go up, and because we chose to do balconies all in one year to save the costs of renting a LIFT two years in a row, we made a motion to raise the HMO fees to \$700!** We realize this comes on top of a couple other raises in our fees, but at 20 years of age, the building needed some big ticket items done. We're playing catch up. This should put us in good standing for hopefully quite awhile!

Meeting adjourned: 4:37 pm

Next Meeting: Monday, November 25th, 10:00 am.



Present: Karen Oleski, Judy Kopka, Becky Heile, Ken Friday, and Jeff Verhagen (via phone)

• Reserve Fund:	\$ 72,591.09	
• Operating Fund:	\$ 32,053.53	
	- \$ 7,438.15	(payment queue for September)
Actual Balance	\$ 24,615.38	
• Loan Balance Flood:	\$ 21,648.16	
• Loan Balance EIFS Caulk/Paint:	\$187,914.24	
• Projected expenses and 2025 budget:		

A subset of board members will meet in early October to review both the Reserve Study and the above projections, in more detail, in anticipation of preparing the budget for 2025.

- **Balcony Repair Status**
The repair will be finishing this week. A few of the balconies required more work than anticipated and one was added to the list due to cracking. Otherwise, we await the final bill.
- **Window Washing**
Weather permitting, window washing should occur Oct 30 or 31.
- **Elevator**
We continue to experience issues with the elevator floor not aligning correctly on occasion. This typically happens on the higher floors, especially the 8th. Kone has been unable to diagnose to date. **Do Watch Your Step getting on and off the elevator!**
We'll be looking at some signage to help everyone remember.
- **Lobby Door**
The lobby door is occasionally not completely closing. We're looking to get a new door closer installed. In the meantime please make sure it closes behind you.
- **Other**
Recently a new resident moved in and due to issues with their closing earlier in the day got a late start. Unfortunately, this resulted in the move extending to well past the defined window of 9AM to 8PM!
This is a reminder of said window and the general idea of respecting our neighbors in terms of noise outside after 8PM and before 9AM!

Old Business:

- **Water damage to 102 and 202**

While the bulk of the repair work was completed. It was determined that some additional work was needed to address some issues with texture and paint matching.

- **Stain Removal Lower Level**

The south wall of the LL garage was recently painted for the second time this year and the rust stains came back with the next rain. We have a problem with the exterior drainage that needs to be addressed. We suspect it's related to the landscaping on either/both sides of the UL driveway and will be soliciting bids to address. Depending on the cost we'd like to address this fall.

- **Paint Black Elevator Panels**

We've been holding off until the recent moves (out and in) were complete.

- **Garbage & Recycling**

The dumpsters have been quite full recently. Yet another reminder that:

- Cardboard boxes are supposed to be broken down.
- Waste related to work on your units should be disposed of by the contractor or individual performing the work. Ozaukee Iron & Metal, LLC accepts this kind of waste and is nearby.

Also, be aware that the garbage and recycle bins are emptied every Tues and Fri. If you see they're already full please consider waiting until they are emptied.

- **Karen Reassuming the President's Role**

Karen will be reassuming the President's role effective October 1st. Judy will resume her role as Vice President. Thank You Judy for doing this while Karen was experiencing health issues.

Meeting adjourned: 4:09 pm

Next Meeting: Wednesday, October 30th, 10:00 am.



LIGHTHOUSE CONDOMINIUM ASSOCIATION, LTD.

Wednesday, 08/07, 2024, 3:00 pm, Judy Kopka's #302

Present: President Judy Kopka, VP Karen Oleski, Treasurer Ken Friday, Property manager Jeff Verhagen

Treasurer's Report: Ken Friday

- Reserve Fund: \$72,570.21
- Operating Fund: \$33,386.74
- Loan Balance Flood: \$ 22,070.86
- Loan Balance EIFS Caulk/Paint: \$198,082.75

Building Manager's Report: Jeff Verhagen

- The Balcony work should start in 8-9 Days. They'll be working on those balconies not addressed in 2017-18 and addressing the cracks in the facades of a small number of the 2017-18.
- We're getting a quote for replacing the roof fans. Depending on the cost we may choose to continue with changing the belts for a bit longer.
- Resealing/Coating of the driveway and outdoor parking lot is deferred for now. At this point it's mostly a cosmetic concern.
- Monday's elevator repair and maintenance inspection went fine. Still investigating the issue of leveling with the floor (mostly an 8th floor issue). We are ordering some new switches to try. Reminder: **We're working on it but do watch your step!!**
- We're changing our vendor for the entry rugs/mats.
- **Cintas will be performing an inspection of the sprinkler system on the 22nd. Possible alarms!**

Old Business: Judy Kopka

- Water damage to 102 and 202 is done.
- Stain removal lower level...Ken is going to take a shot at washing the wall.
- Jeff K will be painting the black elevator panels next week. Please remind contractors and delivery people to be careful.
- Landscaping on the southeast corner...this is about the perceived leaking in LL on the south wall. Deferred for now. Ken thinks the stain (above) occurred when the UL garage was power washed. After we get the existing stain erased we'll monitor for wetness subsequent to rain events.

New Business: Judy Kopka

- Some residents continue to express concerns about the smoke bothering them on their balconies and into windows. Please, smokers, do NOT smoke on your balconies so this doesn't become a bigger issue.
- Another reminder to tell contractors and delivery people to NOT use the handicap parking spaces.
- Yet another reminder...flags can be displayed on the balconies a bit before and a bit after their related holidays, but then they should be taken down for the year.

Meeting adjourned: 4:15 pm

Next Meeting: Wednesday, September 18th, 3:00 pm.



LIGHTHOUSE CONDOMINIUM ASSOCIATION, LTD.

Saturday, 6/15/2024, 10:00 am, Port Washington Yacht Club

Present: President Karen Oleski, Judy Kopka VP, Treasurer Ken Friday, Property manager Jeff Verhagen, Secretary Becky Heile

Call to Order: Karen Oleski

Karen welcomed all to the meeting, introduced the board members and recapped all the improvements that have been made to our building thus far. The EIFS paint looks great, the landscaping looks beautiful, maintenance is dealt with immediately and the windows are clean!!!

Treasurer's Report: Ken Friday

Ken presented a lengthy and detailed report on our finances thus far. Because of some unexpected repairs (UL garage door crash, Elevator Outage due to a failed shunt breaker, a leak in the Pump Room in the UL garage, broken garage door rollers and springs...) the expenses have put us a bit behind the Reserve Study schedule. We will defer the entry system upgrade, however the remaining balconies will proceed as scheduled in early August.

Building Manager's Report: Jeff Verhagen

- Remaining balconies will be addressed sometime in early August.
- There is leaking in the LL garage south wall due to grading of the landscape on the SW corner of the building.
- 5 roof fans will need replacing in the near future.
- The resurfacing of the parking lot will be deferred until next year.
- The brick was fixed over the LL garage door.
- Due to a few phone calls the pump leak was fixed in 2 days rather than 4 to 6 weeks and \$3500 less.
- Spider spray was applied as scheduled with the window washing.
- The windows were washed and LaRosa landscapers made the building look beautiful!
- **A shout out to Cyndy Verhagen...when Jeff's away she seamlessly, behind the scenes, continues as co-property manager!**

Old Business: Karen Oleski

- **Vote Status:** Karen Oleski, Unit 803, was unanimously voted in as a board member, and Jeff Verhagen, Unit 805, was unanimously voted in as a board member! BRAVO!
- We have purchased an AED machine with \$95 to spare for future pads and upkeep. It will be hung by the elevator on the first floor. Ken reviewed how it works...just follow the recorded message upon opening. It was suggested a learning workshop be set up for those who are interested.

New Business: Karen Oleski

- If anyone is interested in reading the Reserve Study, Karen in 803 has 2 hard copies for review.
- Time table for deck work is sometime in August.
- The dog issue has been resolved.
- There was discussion regarding packages...is there a better way of getting them inside the building?
- There was also discussion about parking spot exchanges. Owners can **temporarily** let someone else "have" their spot, but as soon as the owner sells, the initial spots go back to the original "one in, one out" spots as is stated in the Declaration.

Meeting adjourned: 11:16 am

Post Meeting: Due to health issues, Karen (President) and Judy (Vice President) will temporarily switch board positions.

Next Meeting: July 24th at Judy's Unit #302, 3:00 pm.

Lighthouse Condominium Association, Ltd.



Board meeting May 20, 2024 @ 8:30 AM Unit 803

In attendance: President Karen Oleski, Judy Kopka VP, Treasurer Ken Friday, Property manager Jeff Verhagen. Excused Secretary Becky Heile

Called to order: 8:37 AM

Financial Report:

Reserve Fund \$82,083.21

Operating Fund \$22,069.02

Loan Balance \$23,069.11 (flood)

Loan balance EIFS Painting \$208,167.89

Building Manager's Report:

Window cleaning to be rescheduled due to rain

Problem with springs on UL garage door required emergency repair. Permanent repairs are ongoing for garage doors panels and springs.

Rust stains on LL wall are scheduled to be cleaned off.

Elevator service outage repaired for cost of \$5,200.00

Old Business

AED equipment status: \$845.00 so far in donations and commitments. Donations are still being accepted. The Spencer's have generously agreed to cover the remaining balance. Thank you!

Painting and water damage to 102 and 202 units estimate to be \$1100 for repairs were approved and will be scheduled. Plugged drain holes on balcony doors have been taken care of to help prevent future leaks.

Man doors in garage still need to be finished by Keith and Sons. Jeff will follow up and payment being withheld until work is complete.

Bid on UL garage lighting pending.

New Business

Inspection and maintenance of decks not already completed will be done this summer

Workman's comp review completed and mailed to Acuity

Budget review: We are on track. 6 month review will come up at the Annual

Lighthouse Condominium Association, Ltd.



Meeting. Judy requested a discussion of holding condo HOA fees at the same amount for now to remain closer to other HOAs in the community.

Discussion of parking issues during Fish Days. Will be brought up at June meeting. Remember that renters cannot sublease their unit.

Discussion of limiting future occupancy to owners and immediate family of owners only. Current units being rented to non-family will be grandfathered in, but no future rental properties will be approved. This will be brought up at June meeting.

June cleanup: Please check your common areas to ensure they are clean and organized. Put away extra shoes and boots. Same applies to garages-put bikes in racks or in back of your car.

All garbage should be in plastic trash bags and no loose food or other items in trash bins. Remember you are responsible for dusting/cleaning all of your personal items in common areas. Our housekeeping staff will not clean personal property. Excess furniture can be donated by calling Karen to arrange. Owners are responsible for cleaning up after contractors-vacuum/sweep etc including elevator, garages and all common areas. Friendly reminder to maintain our building for all to enjoy.

Annual Meeting June 15th 9:00-1:00 at the Yacht club. Please try and attend. We have two open Board positions- both Karen's as President and Jeff's terms are expiring. If you have been considering becoming a Board member we encourage you to come forward. Proxy forms and agendas will be coming out before June 5th—if you cannot attend Annual meeting on June 15th please sign a proxy in advance.

Adjourned 10:00 AM Next meeting June 15th following annual meeting.



LIGHTHOUSE CONDOMINIUM ASSOCIATION, LTD.

Wednesday, April 17th, 2024, 9:30pm, Unit #803

In attendance: President Karen Oleski, VP Judy Kopka, Property Manager Jeff Verhagen (excused but submitted a report), Secretary Becky Heile, and Treasurer Ken Friday

Meeting was called to order at 9:30am

Financial Report: Reserve Fund: \$74,911.22
Operating Fund: \$27,782.47
Loan Balance Flood: \$23,756.91
Loan Balance EIFS Painting: \$213,184.00

Building Manager's Report (Jeff):

- Getting the broken garage door opened on Easter Sunday, and the broken springs repaired the following Monday cost the association \$1,811. Completing the repairs to the two bottom panels that were damaged when the springs broke will be an additional \$1,517.
- The annual fire alarm inspection was done by Cintas... We passed!
- Guetzke & Assoc updated our alarm monitoring system at \$200. In doing so, it melted a fire alarm shunt breaker and shut down the elevator. A charging breaker was used to temporarily provide power to the elevator...a new one was ordered and arrived April 8th. Well NOW the controller wasn't working but luckily we had an extra one in our stash of spare parts! Now, thanks to Guetzke, Kone and Relative Electric, IT'S ALL GOOD!
- When the electricity was off during these repairs, the Lower Level garage generator kicked in to provide lighting and garage door opener access. Relative Electric will come up with an estimate for an Upper Level garage generator as well.
- Leaks in some of the "02" units due to weep vents having been caulked over will be repaired. The association will pay for the drywalling and painting.

Old Business:

- AED equipment status...checks for \$480 have come in. **Our end goal...\$1,200!**

New Business:

- **Garage washing on both levels will be done on April 30th starting at 8am.** All vehicles need to be moved to the north lot as well as anything on the floor that could get wet/damaged. All bikes should be moved outside or put on your floor's common area. If you want to donate any bikes, Karen Oleski has a source that will pick them up.
- **Weds, May 1st - return to assigned parking in the north lot.** If there is an unauthorized vehicle in your spot you can leave a friendly reminder note on the car, but don't call any board members or the property manager to mitigate this situation. If the notes don't work, you could call the non-emergency number of the PYPD.
- **The annual meeting is scheduled for June 15th at the Yacht Club from 9am-1pm.**
- **May 13th...Window Cleaning!**

Meeting Adjourned: 10:45am

Next Meeting: May 15th, 9:30am in Unit #803.



LIGHTHOUSE CONDOMINIUM ASSOCIATION, LTD.

Saturday, March 16th, 2024, 3:00 pm, Unit #803

In attendance: President Karen Oleski, VP Judy Kopka, Property Manager Jeff Verhagen (Cindy sitting in for Jeff), Secretary Becky Heile, and Treasurer Ken Friday

Where and When: Our last condo board meeting was Jan 17th. Due to schedule conflicts we did NOT have a meeting in Feb.

Financial Report: Reserve Fund: \$74,891.56
Operating Fund: \$28,705.96
Loan Balance Flood: \$24,178.67
Loan Balance EIFS Painting: \$218,128.31

Building Manager's Report (Jeff):

- LaRosa started spring work yesterday, March 15th.
- J&H Heating has been contacted regarding noise on roof.
- Jeff K
 - 1) Will paint the kick plates in the elevator.
 - 2) Working on a quote for south landscaping.
 - 3) The brick above the lower garage will be repaired when the weather warms up.
 - 4) Painting of the new outside access doors will take place when it's warmer.
- Keith & Sons – will come back & finish lower garage door noise and timing issues.

Old Business:

- AED equipment...we are still working on this. As previously discussed this will be purchased by condo owner donations.
- Insurance renewals were completed in Feb.

New Business:

- There will be no cleaning during the week of March 25th (before Easter)
- Tues, April 30th - power wash garages. All cars and bicycles should be removed. Karen Oleski has a contact who will come and pick up all unwanted bicycles.
- **Weds, May 1st - return to assigned parking in outside north lot**
- Mon, May 13th – window cleaning, weather permitting. Balcony doors are **NOT** included.
- June – Holton Bros repair of balconies – lift rental is weather permitting.
- FYI...Elevator maintenance has increased by 4.45%. That's \$600/year.
- **Our Annual Meeting will be on June 15, 9:00 am - 1:00 pm at the Yacht Club.** \$50 has been paid for the space.
- **Wine Friday will be April 12th, 5:30 pm - 7:30 pm.** Don Harvey has graciously offered their condo, #801, for the event which includes entertainment! **Backroads BDR** will be playing...Bluegrass, Americana, Folk...Requests?!!!

Meeting Adjourned: 4:02 pm

Next Meeting: April 17, 8:30 am in Unit #803.



LIGHTHOUSE CONDOMINIUM ASSOCIATION, LTD.

Saturday, Jan 17th, 2024, 10:00, 803

In attendance: President Karen Oleski, VP Judy Kopka, Property Manager Jeff Verhagen, Secretary Becky Heile, and Treasurer, Ken Friday

Where and When: Unit #803, 10:00 am

Financial Report: Reserve Fund: \$61,018.62
Operating Fund: \$36,806.81
Loan Balance Flood: \$25,014.72
Loan Balance EIFS Painting: \$228,018.71

Building Manager's Report (Jeff):

- Jeff Knueppel has finished the wall and stairwell painting in the lower level. Work on columns is next.
- The garage doors are still clunking when closed. Will continue to follow up on this.
- Inspections are ongoing throughout the months (for example the elevator, the security system...)
- We are waiting for more reasonable quotes from a new vendor for the various rubber rugs in the building.

Old Business:

- **On Oct 29th, all condo owners were sent an electronic version of The Reserve Study.** We would encourage everyone to review it as it relates to the larger building maintenance items affecting all of us. Karen Oleski, Unit #803, has two hard copies if anyone would like to look at one. You can also have your own copy printed at Heritage Printing for about \$25.00. It has given us a great path to follow for keeping up the condos.

New Business:

- Due to the recommendation of the Reserve Study, a motion was made and passed to improve/repair ALL the remaining balconies this year, with exception of the railings which will be tackled in 2025. This deck work should be done during the July/August timeframe.
- The annual insurance renewals are coming up in February.
- After the 1st quarter of the year (April/May) we're going to work with PWSB to identify some options for HOA payments.
- If any owner has contract work done on their condo, the contractor is responsible for cleanup. If for some reason they skip out on this step, it is the responsibility of the owner to follow through with cleanup.

Meeting Adjourned: 11:08 am

Next Meeting: Feb 21st, 10:00 am, Unit #803