

1522 On the Lake Condominium Association, Inc.

Board of Directors Meeting Minutes

Date: Wednesday, January 28, 2026

Board Members	Present
Deb Holtkamp, President	Yes
Gregg Jozwik, Vice President	Yes
Rebecca Nguyen, Sec/Treas	Yes
Paul Oman, Director	Yes
Judy Jacobson, Director	Yes

Property Manager, Peggy Leppien was present.

Location: 1522 On the Lake Community Room and via Zoom

Meeting called to order at 6:32 pm by President, Deb Holtkamp.

President's Report

New Owners

- David Winston, Unit 1103
- Yung Su Yoon, Unit 604
- Bahram and Batoul Shabahang, Unit 1405

Updated Rules and Regulations

The Rules and Regulations (formerly the Resident Handbook) have been updated and will be distributed to residents as soon as the attorney review is complete.

Major Upcoming Projects

Elevator Modernization

The project has officially kicked off. A committee consisting of Scott Verburgt, Sarah Sobeck, Paul Oman, and Kenny Dombrowski has been formed. The committee is currently interviewing consultants to assist with obtaining bids and managing the project.

Wind Noise / Mitigation Plans

During periods of high wind, noise issues have been disruptive to some residents. The Association has contracted with GZA, a firm that specializes in vibration and sound monitoring. Several owners have volunteered their balconies for equipment placement, and GZA will determine the best locations. Equipment installation is planned for the week of February 16th.

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Roof Repairs

The Board is obtaining roof repair estimates so the work can be included in a special assessment tied to the elevator project.

Life Safety

A project has been initiated to review and modernize life safety equipment. Written proposals have been received from Johnson Controls (JCI) and Ahern.

Treasurer's Report

The Association ended 2025 with a net profit of \$50,489.37. This was partially due to holding reserve contributions for October and November to cover expenses. The surplus will be distributed as follows:

- \$15,000 to the Operating Contingency Fund
- \$20,000 to Reserve account
- \$15,489.37 remaining in the operating checking account

Gregg moved to accept the 2025 year-end financials. Paul seconded. *Motion unanimously approved.*

Board Meeting Minutes Approval

Paul moved to approve the November 2025 meeting minutes. Gregg seconded. *Motion unanimously approved.*

Manager's Report

Insurance

The Association's insurance renewal takes place in February. Peggy will send an overview for owners to review with their insurance agents to ensure adequate coverage.

Front Desk Staffing

Kiante and Ronnie are new front desk staff members. The staffing company has not yet trained backup personnel, but Peggy is actively working to resolve this.

Building Items

- Wallpaper: Please report any issues to Peggy; Kenny will address them as time allows.
- Carpet: Report stains as soon as possible so spot cleaning can be attempted.

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- Bike Anchors: Bike anchors are available and good for heavier bikes. The cost for the anchor and installation is \$120. Contact Peggy or Kenny if interested.

Social Committee

Wine Down Wednesday is scheduled for February 11 at 5:30 p.m. Snacks will be provided; please bring your own beverage and join your neighbors.

Fitness Center

One wall fan has been installed, and a second fan is on order. Kenny will assess whether the old fans can be repurposed elsewhere.

Landscaping Committee

Limited activity during the off-season. Gina refreshed the front planter for winter, and lights were added to the front tree.

Open Forum

- Concerns were raised about occasional front desk staffing gaps. The Board explained that the staffing company has not yet trained backup personnel. One owner suggested considering in-house staff if the issue continues.
- The ML stairwell door does not always close due to building air pressure. Peggy will include a reminder in the Manager's Update asking residents to ensure the door closes behind them.

Two Board member positions are up for election this year. Interested owners should contact Peggy or Deb. Deb is available to discuss responsibilities and time commitments. Elections will be held at the Annual Meeting on March 25.

Judy moved to adjourn the meeting. Paul seconded.

Meeting adjourned at 7:00 p.m.