BLACK OAK CONDOMINIUM OWNER'S ASSOCIATION

2026 ANNUAL MEETING MINUTES

September 16, 2025 - 949 Spruce Street, Hartford, WI

The Black Oak Condo Association Annual Meeting was held on September 16, 2026, at Rita Malcolm's Residence, 929 Spruce Street, Hartford, Wisconsin and called to order by President Rita Malcolm at 6:00 pm. A quorum was met and the meeting commenced.

Board Members present: President Rita Malcolm, Vice President Anne Hasby, and Secretary Dawn Ray.

Condo Owners present: Rick & Dawn Ray, Rita Malcolm, Anne & Terry Hasby, Darwin & Barbara Derge, Mary King, Donna Grant, William Snyder, Peggy & Brent Neumann, Ron Russell, Steve & Sherry Wolter, and Tom Altenburg. Proxies were provided as follows:

Designated Proxy	*Homeowner*	*Unit #*
Anne Hasby	Daphne Decker	993
Anne Hasby	Patricia Anderson	973
Anne Hasby	Debra Turtenwald	967
Rita Malcolm	Jim/David Bernard	951
Dawn Ray	Ione Sarafiny	907
Richard Ray	Tom & Sue Brown	925

Introducing New Owners: Welcome to Ron Russell (626 Prospect Street) who purchased condo from Brian & Peggy Cody. Introductions were made by all in attendance. Confirmation that all signed in and any updates to roster should be submitted to Secretary.

OLD BUSINESS:

- Insurance Declarations: Updated (most recent) Certificate of Insurance (declarations page) should be submitted to Vice President Anne Hasby (See Owner's Manual - Rules & Regulations, Required Insurance Coverage, Pg 3, Lines 114-117 for details).

- A motion was made by Darwin Derge to approve the Minutes of the 2025 Annual Meeting and seconded by Peggy Neumann. Motion was unanimously passed.

- The 2025 Annual Audit of Treasurer's books were conducted by Donna Grant and Sherry Wolter on April 17, 2026. Donna and Sherry confirmed accounting records were in order. Brent and Peggy Neumann volunteered to perform the audit for 2026 ending December 31, 2026. Audit must be completed between March 31, 2027 and April 30, 2027.

NEW BUSINESS:

- Term Expirations/Nominations for BOCOA Board of Directors: All Board of Director positions expire on September 30, 2026. Votes were taken and by unanimous decision, Sherry Wolter was elected as President, Anne Hasby as Vice-President, Sue Brown as Treasurer and Dawn Ray as Secretary. Term for each position is 2 years. (October 1, 2026 through September 30, 2028). Congratulations to Sherry for accepting the President position. Please remember to address future concerns and/or questions to Sherry.

- The Treasurer's Report was prepared and submitted by Treasurer Sue Brown.

    - Quarterly Statement was reviewed as of September, 2026.
    - No increase in monthly dues at this time. Insurance increase was average for 2027. Our contract with Kling's expires next year and any increases will need to be reviewed.
    - Rita requested a vote to accept the BOCOA budget for 2027. Bill Snyder motioned to approve and Tom Altenberg seconded. 2027 budget approved.

- Landscaping Services by Kling's was discussed as contract renews next year. Board of Directors will be reviewing other options as needed. Discussion was had regarding Kling's performance and general opinion was average. Tom Altenburg presented details regarding damage to his grass from snow plowing. Proposal to install driveway markers was made and BOD will need to implement prior to snow plowing.

- 2026 Concrete work is tentatively scheduled to be completed October 12-13. A listing was handed out and mailed to those not in attendance. Trip Hazards take priority for determining repairs. Homeowners on list were advised to move cars out if needed and/or remove obstacles in the way of any work.

- A Sidewalk discussion was had regarding sidewalks and William Snyder pointed out that city will send out notification of squares needing work. City hall has a list and on occasion will grind down if needed. Cost is Association's responsibility.

- Forms for BOCOA manual (provided in handout and mailed to those not in attendance) were reviewed. A new form entitled "Notice of Sale/New Owner Information" is required for homeowners to notify the BOD of sale intentions and/or pending sales. Two other forms are simply copies of existing forms for Unit Improvement and Repair/Maintenance. **NOTE:** These forms should be inserted in the BOCOA manual under the Forms & Documents tab.

- Review of BOCOA Manual An Addendum revised Page 9, Article 9, Section 9.3 to require a review every 24 months. Review was completed as required. Next review will be done at the 2028 Annual Meeting. Two proposals for change were voted on as

follows and unanimously passed (proposals and passed updates are in caps and bold below):

- By-Laws, Page 4, Article 4, Section 4.9 proposed *and unanimously approved* change follows:

  Section 4.9 – Multiple offices – The offices of Secretary and Treasurer may be held by the same person. No person shall simultaneously hold more than one of the other offices except in the case of special offices created pursuant to *Special Appointments*. **NO MORE THAN 1 OWNER PER UNIT SHALL SIMULTANEOUSLY HOLD MORE THAN ONE OF THE OTHER OFFICES EXCEPT IN THE CASE OF SPECIAL OFFICES CREATED PURSUANT TO *SPECIAL APPOINTMENTS*.** All unit Owners shall be informed within ten (10) days of such action.

  NOTE: Addendum is enclosed with this mailing and should be filed in the BOCOA manual in the By-Laws section after Page 4

- Declaration, Page 1-12, Section 8.13 proposed *and unanimously approved* change follows:

  Section 8.13 – Leasing of Units Remove current verbiage and replace with verbiage to be drafted by attorney consisting of the following: **NO LEASING ALLOWED**

  Board of Directors will follow up with Attorney to implement and register this update to the Declaration.

- Landscape Reminder: Typically early to middle of October landscapers will start the Fall Clean-up and will be trimming plants and bushes. All Owners need to make sure they properly post **DO NOT CUT** signs on areas they do not want cut back this Fall. Best to put out the sign out by October 1st exact timing is unknown. Rita also reminded owners of their responsibility for plantings and watering around their condo (including grass).

- Social – 3rd Annual Driveway Party was hosted by Tom and Sue Brown this year. We are looking for a volunteer to host this fun social event in Spring of 2027. It is a good opportunity to get to know your neighbors and 'easy to host' event. Contact Dawn Ray if you are interested for more details.

The floor was opened to any questions, issues, and/or comments. Most issues were discussed previously in meeting.

Motion to Adjourn at 7:11 pm was made by Rick Ray, seconded by Donna Grant and unanimously passed.

BLACK OAK CONDOMINIUM ASSOCIATION BY-LAWS

ADDENDUM

By-Laws, Page 4, Article 4, Section 4.9 shall be changed as follows:

Section 4.9 – Multiple offices – The offices of Secretary and Treasurer may be held by the same person. No person shall simultaneously hold more than one of the other offices except in the case of special offices created pursuant to *Special Appointments*. **NO MORE THAN 1 OWNER PER UNIT SHALL SIMULTANEOUSLY HOLD MORE THAN ONE OF THE OTHER OFFICES EXCEPT IN THE CASE OF SPECIAL OFFICES CREATED PURSUANT TO *SPECIAL APPOINTMENTS*.** All unit Owners shall be informed within ten (10) days of such action.

Date Approved: 9/16/2026