Country Terrace Condominiums, Inc.
Owners' Meeting
January 21,2026
Meeting Minutes

Meeting was called to order at 6PM by board president, Julie Stuhlmacher. Board members in attendance included: Caryn Grossman, Mark Hultine, Joe Wouters, John Kotarski and Anne Dunlop.

Absent : Shari Bannister, Ron Williamson.

Approval of Minutes: Minutes of the December 18,2025 meeting were approved.

Financials: Financials for December were approved.

President/Vice President's reports – covered in old business.

Committee Reports:
Architectural Review: no report

Clubhouse: 2 rentals

Individual Communications: no report

Group Communications: Information regarding the use of water during a power outage will be reviewed.
Look for the current "Treelines" to be posted on the portal.

Old Business:
Seeking a vendor to repair/replace the bridges

Landscape company: working to improve the services of the current company.

Turf repair: yet to be completed.

Privacy fences: needed repairs tbd.

A vendor has been selected for repairs at 11022 Balsam Tree
{At the expense of association)

Owners are encouraged to check and/or replace water shut offs as the wheel model is approximately 50 +years old (at owners' expense)

Pillar lights that are not functioning will have light bulbs replaced. If that doesn't work, they will be replaced.

11028 Redwood – basement drain tile repair is scheduled for January.

Snow removal and salting services are satisfactory – company is responsive and efficient.

Respectfully submitted, (New Board secretary assumes the role at this point in the meeting).

Anne Dunlop
Secretary

Board of Directors Meeting

Country Terrace Condominium Homes
Meeting Minutes, January 21, 2026

Call to Order: President Joe Wouters

Roll Call of Attendance: Jim Engelmeier, Caryn Grossman, Mark Hultine, John Kotarski, Christine Mueller, Tony Roos, Joe Wouters and Marina Yegorov

Residents in Attendance: Kathy Choren, Anne Dunlop, Geoff Grossman, Tom Koehn, Ginny McFadden, Shari Schwade, Julie Stuhlmacher and Helen VanLangen

New Business

- **New Board Member introductions and assignments**: Joe Wouters – President; Tony Roos – Vice President; Caryn Grossman – Secretary; Marina Yegorov – Treasurer; Mark Hultine – Architectural; Jim Engelmeier – Clubhouse; John Kotarski – Group Communication; and Christine Mueller – Individual Communication.
- **Remarketing P & C Coverages**: The Property & Casualty insurance expenses have skyrocketed. Our broker is encouraging us to get bids now that our storm damage claim is over. We will wait until October and then get 4 or 5 bids so we can look at competitive prices.
- **Refreshing Appraisal**: We should get an appraisal now for what would it cost to demolish and rebuild so that we have fresh numbers to present for our insurance bid. Ryan Maloney was suggested to contact.

Motion was made, seconded and carried to obtain an appraisal of our property.

Resident Concerns:

- The 3rd Wednesday of each month will be our monthly meeting day going forward.
- Starting March 1, we will have a new portion of our portal called Engage. There will be a community calendar, and the residents' information will be user friendly.
- When we get new residents, the information should be sent to the entire Christine Mueller so that we can welcome our new neighbors.
- The brick pillar on the north side of Aspen Tree Ct is leaning.

Meeting adjourned at 7:18 p.m. Next meeting will be February 18, 2026.

Respectfully submitted,

Caryn Grossman, Secretary

Board of Directors Meeting
Country Terrace Condominium Homes
Meeting Minutes, February 18, 2026

Call to Order: President Joe Wouters

Roll Call of Attendance: Jim Engelmeier, Caryn Grossman, Mark Hultine, John Kotarski, Christine Mueller, Tony Roos, Joe Wouters and Marina Yegorov

Residents in Attendance: Kathy Choren, Mark & Heidi Donahue, Gladys Goronja, Geoff Grossman, Ginny McFadden, Julie Stuhlmacher and Helen VanLangen

Manager's Report: Covered throughout the meeting.

Approval of Minutes: Motion made, seconded and carried to approve 1-21-2026 meeting minutes.

Treasurer's Report: January financials are still in progress.

President and VP Report: Covered throughout the meeting.

Committee Reports:

Architectural Review –

- ✓ 11015 Balsam Tree – they are doing a complete remodel and are requesting approval for a new front door. This item is tabled as we wait for certificate of insurance.
- ✓ Amy Moser on Balsam Tree wants a steel garage door. This item is tabled as we wait for a sample of color and texture.
- ✓ Felice Lieb – requesting approval for a new front door. This item is tabled as we wait for a sample of color, a permit and certificate of insurance.

Communication (Individual) – Nothing to report.

Clubhouse – There are two new rentals – one in May, one in July. Payment was submitted.

Communication (Group) – A reminder about certificates of insurance and the new portal will be included in the upcoming issue.

Old Business

- **Replace wood on the bridges –** Tabled until spring
- **Landscaping –** Julie, Joe and Monica will work on contract
- **Turf Repair on Redwood –** Tabled until spring
- **Privacy Fences –** Tabled until spring
- **Pillar Lights –** Joe got new lightbulbs and will attempt to fix them.
- **11022 Balsam Tree Basement Leak –** Repair complete with a valve replacement and new casing installed – less invasive than originally assessed.
- **11028 Redwood Basement Drain Tile –** Repair completed in January.
- **Snow Removal –** Removal has gone well this winter.
- **Refreshing Appraisal –** Completed.
- **Pool Fence Update –** We need a permit from the City of Mequon, and we need an engineer from Ozaukee County to sign off on the project. The fencing should be complete before the start of the pool season.

New Business

- The tree behind the home of Gladys Goronja has a large crack in it. The tree needs to come down, but we need to wait until the ground is not so soft.
- A dog off leash was reported several times - a warning letter will be issued.
- The brick pillar at the north corner of Aspen Tree is leaning. We will check on what it would take to straighten it again.

Meeting adjourned at 7:15 p.m. Our next meeting will be March 18, 2026.

Respectfully submitted,

Caryn Grossman, Secretary

Board of Directors Meeting
Country Terrace Condominium Homes
Meeting Minutes, March 18, 2026

Call to Order: President Joe Wouters

Roll Call of Attendance: Jim Engelmeier, Caryn Grossman, Mark Hultine, John Kotarski, Christine Mueller, Tony Roos, Joe Wouters and Marina Yegorov

Residents in Attendance: Mary Sue Baumann, Kathy Choren, Gladys Goronja, Geoff Grossman, Felice Lieb, Ginny McFadden, Shari Schwade and Julie Stuhlmacher

Manager's Report: Covered throughout the meeting.

Approval of Minutes: Motion made, seconded and carried to approve 2-21-2026 meeting minutes with a few adjustments.

Treasurer's Report: Motion made, seconded and carried to approve the December Financial Report.

Motion made, seconded and carried to approve the January Financial Report.

President and VP Report: Covered throughout the meeting.

Committee Reports:

Architectural Review –

- ✓ 11015 Balsam Tree – Approval for a new front door is contingent on color approval.
- ✓ 11011 Balsam Tree wants a steel garage door. The sample of color and texture is approved.
- ✓ Felice Lieb – requesting approval for a new front door. This item is tabled at Felice's request.

Communication (Individual) – Christine Mueller shared a list of items currently in the Welcome Packet for new residents.

Clubhouse – The rentals in May was changed to another resident and payment is pending.

Communication (Group) – Please do not remove snow marker stakes yet. A reminder was given to leave outside lights on at night for safety.

Old Business

- **Tree Removal –** Complete.
- **Replace wood on the bridges –** Soliciting quotes for the work.
- **Landscaping –** A meeting is set to work on contract.
- **Turf Repair on Redwood –** Tabled until spring
- **Privacy Fences –** These will be inspected during spring walk around.
- **Pillar Lights –** Joe replaced lightbulbs on Aspen and Balsam. Elder and Redwood will be completed soon.
- **Pillar Leaning on Aspen –** The pillar to the north started leaning and now the one to the south is as well.
- **Drainage on Aspen –** We may want to consult the City of Mequon to determine why we are getting so much drainage from the clinic to the north.
- **Streetlight on Aspen –** One streetlight is out – checking on warranty.
- **11022 Redwood Tree Basement Leak –** There is no leaking now - tabled.
- **Pool Fence Update –** If the fencing cannot be completed before the start of the pool season, it will wait until pool season is over.

New Business

- **Mailbox on Balsam –** A mailbox was run over. It was repaired on March 4.
- **Summer Help –** Riley Stuhlmacher will be coming back this summer.
- **Update on New Portal –** Handled in Resident Concerns.
- **Pillar Sign on Redwood –** A screw needs to be replaced. Christine will see to having it fixed.

Resident Concerns – An owner forum was held from 6:30pm to 6:40pm.

Meeting adjourned at 6:40pm. Our next meeting will be April 15, 2026.

Respectfully submitted,

Caryn Grossman, Secretary

Board of Directors Meeting
Country Terrace Condominium Homes
Meeting Minutes, May 20, 2026

Call to Order: President Joe Wouters

Roll Call of Attendance: Jim Engelmeier, Caryn Grossman, Mark Hultine, Christine Mueller, Tony Roos, Joe Wouters and Marina Yegorov

Excused: John Kotarski

Residents in Attendance: Mary Sue Baumann, Kathy Choren, Wendy Eiring, Gladys Goronja, Geoff Grossman, Tom Koehn, Felice Leib, Ginny McFadden, Lorraine Radtke, Shari Schwade and Julie Stuhlmacher

Manager's Report: Covered throughout the meeting.

Approval of Minutes: Motion made, seconded and carried to approve 3-18-2026 meeting minutes.

Treasurer's Report:
Motion made, seconded and carried to approve the February Financial Report.
Motion made, seconded and carried to approve the March Financial Report.
Motion made, seconded and carried to approve the April Financial Report.

President and VP Report: Covered throughout the meeting.

Committee Reports:

Architectural Review –

- ✓ 11011 Redwood Tree – Lina Prosser - Approval for radon remediation.
- ✓ 6424 Aspen Tree – Approval for 6 Juniper trees to be planted on back yard border with the Aurora Urgent Health Center.

Communication (Individual) – 11024 Redwood received a Welcome Packet for new residents.

Clubhouse – There are three rentals in May. One resident will be getting a letter and charge to have the carpet cleaned after their rental.

Communication (Group) – Garbage should not be put out until after 7:00 pm the day before pickup /A reminder was given to lock the bathroom doors when exiting at the pool. Mark will make a sign for the door / Residents are responsible for painting garage doors as needed.

Old Business

- **Landscaping –** The company has been doing a better job this year.
- **Replace wood on the bridges –** Two quotes are coming.
- **Summer Help –** Riley began work today beginning with turf repair.
- **Pool Fence Update –** The fencing will wait until pool season is over.
- **Streetlight on Aspen –** Repaired and working.
- **Pillar Leaning on Aspen –** We will get a second quote so as not to have to start over as the first quote proposed.
- **Drainage on Aspen –** The City of Mequon needs to determine the problem. Kathy Choren is awaiting a response from the City Engineer as to why we are getting so much drainage from the clinic to the north.
- **Privacy Fences –** These will be inspected during spring walk around.
- **Pillar Lightbulbs –** All four streets are complete.
- **Repair of damaged drainage area by Mankowski's –** Being investigated.
- **Turf Repair on Redwood –** Black dirt is being delivered, and the repairs should be completed soon.

New Business

- **Storm Damage / Insurance Claim –** The Association's adjuster visited enough basements to know we were at the max coverage. The insurance claim will not cover all the remediation, so residents may need to supplement with their personal insurance or personal funds. A closed session was conducted by the board by email to approve a methodology to equitably disperse the Associations' insurance proceeds and to formulate a notice letter explaining the process to residents.
- **Tree maintenance / Storms / Stump Removal –** Many trees were affected by the latest storm and are being assessed.
- **Water Main Leak –** A leak detection team will be coming soon to determine the cause and extent of damage.
- **Two Resident Letters Sent – 1.** A back patio was put in without approval - fine issued. **2.** Removal of rubbish and debris from yard - warning issued.
- **Pool Opening –** The pool opened on Friday!
- **Update on New Portal –** A new directory will be added to the portal. Instructions with video assistance will be sent to residents.

Resident Concerns – An owner forum was held from 6:42pm to 6:52pm.

Meeting adjourned at 6:52pm. Our next meeting will be June 17, 2026.

Respectfully submitted, Caryn Grossman, Secretary