Kendal Creek XVII Condominium Association

Minutes of Meeting on June 5, 2026

Members in Attendance

- Barb – Unit 1
- David – Unit 4
- Maria – Unit 5
- Mary – Unit 6
- John & Shawn – Unit 7
- Paul – Unit 8

Members Not in Attendance

- Dan – Unit 2
- Ellie – Unit 3

The meeting was called to order with guest speakers Willie and JC from Kasdorf Property Management.
They distributed copies of the 2026 HOA Owner Contact Information List & the Maintenance/Project List.

Paul also distributed financial reports detailing the association's income, expenses, and current balances in both HOA accounts.

Meeting Discussion and Actions:

1. Willie, General Manager of Kasdorf Property Management, explained the role and responsibilities of a property management company & answered questions from unit owners.
2. JC introduced himself as the association's new Property Manager & discussed how he will assist with maintenance coordination and future projects.
3. Willie informed owners that Kasdorf Property Management will provide emailed information regarding the transition to online payment of monthly HOA dues through the AppFolio portal, beginning in July 2026. Note: Owners will continue to have the option of paying by check through the mail or submitting a lump-sum payment covering up to six months of dues by check & mailed.
4. Paul officially announced his resignation as Treasurer due to a job relocation. The owners in attendance expressed their appreciation and gratitude for his many years of dedicated volunteer service to the association.

5. John Baker of Unit 7 volunteered and was elected as the association's new Treasurer.
6. David Grodek of Unit 4 volunteered and was elected as the association's new Vice President.
7. Mary of Unit 6 volunteered and was elected to continue serving as President and Secretary.
8. It was discussed and agreed that the association will continue building reserves for the future replacement of the roof and gutters in order to help reduce the financial impact of potential special assessments.
9. Kasdorf Property Management will assume responsibility for the association's day-to-day operations, including maintenance coordination and financial management, while working under the direction of the Board of Directors. Kasdorf will conduct biannual property inspections, coordinate vendors, assist with budgeting, and serve as a liaison between the Board and residents.
10. Willie and JC will obtain estimates for professional dryer vent cleaning and present them to the Board for review and approval. It was noted that uncleaned dryer vents pose a significant fire hazard, and the building's dryer ventilation system has not been professionally cleaned since its construction in 1998.
11. The members discussed and approved updating the association bylaws to require that all repairs involving common elements be performed by properly licensed, certified, and insured plumbers and electricians. Note: This amendment is intended to help prevent future incidents similar to the extensive water damage experienced in 2025, which resulted from unlicensed repair work and do-it-yourself projects affecting multiple units throughout the building.
12. Willie and JC explained that Kasdorf Property Management will attend the annual association meeting each year and will communicate with the Board throughout the year via email and other appropriate methods as needed.
13. Mary volunteered to email copies of all meeting materials and information distributed at the meeting to all residents including those who were unable to attend.
14. Discussed possibility of changing bylaws allowing one rental property or all owner occupied, following what neighboring associations are requiring so that there are enough owners to participate in there association, volunteer as a board member and maintenance of property. No decision was made.

Adjournment:

There be no further business to discuss at this time,
the meeting was adjourned.