**GREEN RIDGE CONDOMINIUM ASSOCIATION**
**Board Meeting Minutes**
**January 14, 2026**

The Board of Directors meeting of the Green Ridge Condominium Association was held on Wednesday, January 14, 2025, at 1412 Windsor Way, Mount Pleasant, WI.

**Call to Order:**
The meeting was called to order by the President, Bruce Kraeuter at 6:00 p.m.

**Roll Call and Determination of Quorum:**
Present were Directors: Bruce Kraeuter, Stephanie Hanson, Nan Smalley, Ilze Jaunkalnietis, Terry Campbell, Gretchen Gayhart, Bill Pfister, Scott Thilleman. Absent: Keri Koceja. Determination: A quorum was present. Also in attendance was Meredith Orth from Washington Properties, Inc.

**Executive Session:**
The Board recessed the open Board meeting at 6:01 p.m. to hold the Executive Session to discuss owner issues, fines, letters, and delinquencies. Due to the small number of members (9) on the Board, the President can vote in both the Executive Session and the open Board meeting. The open Board meeting reconvened at 6:43 p.m.

**Approval of Previous Minutes:**
The meeting minutes for December 10, 2025, were reviewed. Motion made, seconded, and unanimously carried to approve the meeting minutes.

**Financial Report:**
The December financial reports were reviewed and discussed. Motion made, seconded, and unanimously carried to approve the December financial reports.

**Management Report:**
Maintenance:
As of this meeting, 4 units have reported water damage due to ice damming-WPI to obtain quotes in Spring.
5735 CC, Units 1 and 2: Both units have water in their basements-WPI obtaining quotes to replace drain tile and siding, WPI will clean and reattach gutter and downspout, sump pump checked and found working.
Rec Center: Water over flow-Handles have been replaced on both the women's toilet and men's urinal, flash valve replaced on men's urinal.
Building and Grounds:
5745 CL, Unit 2: Board approved the submitted Building and Grounds form to replace front door and storm door.

**Old Business:**
Vote for Attorney for 2026: Tabled/Add to March Agenda/WPI and Ilze to provide total cost of collections paid to Karan & Cusimano/Stephanie will invite lawyer, Mr. Terry, to our March meeting.
Air Handler Room: Tabled/WPI Obtaining Quotes/Add to February Agenda
Pull Station Testing: Tabled/WPI Obtaining Quotes/Add to February Agenda

**New Business:**
Bulk Garbage: Fenced in location at Maintenance Building/Cameras can be used/WPI will contact GFL
Amend Rules and Regulations to include Snow Removal Section: Motion made, seconded, and unanimously carried to approve amending the Rules and Regulations to include Snow Removal section.
Revised Snow Removal and Ice Control Information Page: Include in the newsletter and place at the end of the Rules and Regulations.
Parking Revisions in the Rules and Regulations: Discussion took place/Bill to report back on creating parking spaces at the next meeting/Discussion to be continued.
Assessment Reminders: Include reminders in newsletters/Reminder is posted on AppFolio Portal.

**Open Forum:**
None

**Adjournment:**
Board meeting adjourned at 8:07 p.m. The next Board meeting date is Wednesday, February 11, 2026, 6 p.m., at 1412 Windsor Way, Mount Pleasant, WI.

Respectfully submitted, Nan Smalley, Board Secretary

# GREEN RIDGE CONDOMINIUM ASSOCIATION
## Board Meeting Minutes, February 11, 2026

The Board of Directors meeting of the Green Ridge Condominium Association was held on Wednesday, February 11, 2026, at 1412 Windsor Way, Mount Pleasant, WI.

**Call to Order:**
The meeting was called to order by the President, Bruce Kraeuter at 6:03 p.m.

**Roll Call and Determination of Quorum:**
Present were Directors: Bruce Kraeuter, Nan Smalley, Ilze Jaunkalnietis, Terry Campbell, Gretchen Gayhart, Keri Koceja, Bill Pfister, Scott Thilleman. Absent: Stephanie Hanson. Determination: A quorum was present. Also in attendance was Meredith Orth from Washington Properties, Inc.

**Executive Session:**
The Board recessed the open Board meeting at 6:04 p.m. to hold the Executive Session to discuss owner issues, fines, letters, violations, and delinquencies. WPI presented a report outlining collections received compared to payments made to Karan & Cusimano.

**Approval of Previous Minutes:**
The meeting minutes for January 14, 2026, were reviewed. Motion made, seconded, and unanimously carried to approve the meeting minutes.

**Financial Report:**
The January financial reports were reviewed and discussed. Motion made, seconded, and unanimously carried to approve the reports. To improve financial tracking, WPI will restructure the General Ledger by separating the existing Legal Account to create a Collections Account.

**WPI Management Report:**
Maintenance Log: 5735 CC: Drain tile is damaged. Brewer proposal approved and will replace when weather permits.
Going forward WPI will record a Completed Date in the Completed column once a maintenance task has been finished.
Maintenance Report: 5735 CC and 5701 CC: Tri-County has submitted a proposal for siding and gutter replacement. WPI is waiting for proposals from Celeste Buildings, G&H, and ZP Construction.

**Old Business:**
Vote for Attorney for 2026: Tabled/Add to March Agenda.
Air Handler Room: Tabled/WPI Obtaining Quotes/Add to March Agenda.
Pull Station Testing: Tabled/WPI will present proposals from H&S and Flannery at the March Board meeting.
Parking Spaces Report: Areas have been identified as suitable for potential conversion into parking spaces. WPI to include these areas as a separate line item when obtaining asphalt quotes.
WPI Report: GFL picking up bulk items from one location tabled.

**New Business:**
Discussion: Hold another meeting for owners tabled.
Discussion: Dumpsters vs. individual rolling bins per unit tabled.
Exclude renters access to Rec Center: Board members to draft rental rules and bring to next meeting. Suggestion to add the word "whole" to "whole unit rental does not have access to Rec Center".
Discussion: A motion was made, seconded, and carried by majority vote to amend the meeting agenda to hold the Open Forum at the beginning of the Board meeting and Executive Session at the end of the meeting. Open Board meeting reconvened at 7:27 p.m.

**Open Forum:**
RFA: 5616 CL, 5740 CL, 5700 CC; Owners presented concerns regarding violations. The Board acknowledged those concerns and confirmed that a formal response will be provided.

**Adjournment:**
Board meeting adjourned at 7:57 p.m. The next Board meeting date is Wednesday, March 11, 2026, 6 p.m., at 1412 Windsor Way, Mount Pleasant, WI. Respectfully submitted, Nan Smalley, Board Secretary.

# GREEN RIDGE CONDOMINIUM ASSOCIATION
## Board Meeting Minutes
## March 11, 2026

The Board of Directors meeting of the Green Ridge Condominium Association was held on Wednesday, March 11, 2026, at 1412 Windsor Way, Mount Pleasant, WI.

**Call to Order:**
Board President, Bruce Kraeuter called the meeting to order at 6:01 p.m.

**Roll Call and Determination of Quorum:**
Present were Directors: Bruce Kraeuter, Stephanie Hanson, Nan Smalley, Ilze Jaunkalnietis, Gretchen Gayhart, Keri Koceja, Bill Pfister. Absent: Terry Campbell, Scott Thilleman. Determination: A quorum was present. Also in attendance was Meredith Orth from Washington Properties, Inc. and Guest Speaker, Attorney Todd Terry.

**Open Forum:**
RFA: 1533 WW, Owner not in attendance.
RFA: 5616 CL, Discussion took place about parking, noise, and garbage violations. The Board acknowledged those concerns. Photos attached to an RFA would help the Board address these issues.
The Board was recently informed that a spent bullet casing was found in one of the courtyards. A police report was filed, and after review, the police determined that there was no criminal activity associated with this finding.

**Approval of Previous Minutes:**
Board members reviewed the meeting minutes for February 11, 2026. Motion made, seconded, and unanimously carried to approve the meeting minutes.

**Financial Report:**
Board members reviewed and discussed the February financial reports. Motion made, seconded, and unanimously carried to approve the reports.

**Guest Speaker:**
Attorney Todd Terry, Racine County, spoke about services his group provides to Homeowners Associations.

**WPI Management Reports:**
Maintenance Log: Three water leaks due to heavy rain, WPI has full reports on repairs.
Task List, Building and Grounds Reports: Reviewed.

**Old Business:**
Air Handler: Per Lee Mechanical and United Mechanical, the entire air handler will require replacement, with an estimated remaining lifespan of approximately five years. In the interim, continued maintenance is recommended to help extend its operational life. Begin budgeting for replacement within the next two to three years. WPI will obtain quotes for maintenance of air handler.
Pull Station Testing: Reviewed proposals from H&S and Flannery. Motion made, seconded, and unanimously carried to approve H&S for the Pull Station Testing.
WPI Report: GFL can provide one monthly bulk pickup at the maintenance building; however, this would replace individual bulk pickups at the garages. Additionally, all individual recycling would need to be transported to the maintenance building once a month.
Discussion took place about renters having access to Rec Center, key fobs, and one key fob per LLC.

**New Business:**
Meeting for owners: Tabled to next meeting.
Document titled: "Resolution Adopting Rules on Rental of Rooms within Units" tabled to next meeting.
Spring Walk Around: Scheduled for April 29 & 30 pending weather conditions.
Online Voting: Invite programmer to the April Board meeting to speak on the development of computer software for online voting.

**Executive Session:**
The Board recessed the open Board meeting at 8:02 p.m. to hold the Executive Session to discuss owner issues, fines, letters, violations, and delinquencies.
The open Board meeting reconvened at 8:40 p.m.
Question was raised about posting the agenda for public viewing. A quorum agreed in the negative.

**Adjournment:**
Board meeting adjourned at 8:49 p.m.
The next Board meeting date is Wednesday, April 8, 2026, 6 p.m., at 1412 Windsor Way, Mount Pleasant, WI.

Respectfully submitted, Nan Smalley, Board Secretary.

# GREEN RIDGE CONDOMINIUM ASSOCIATION
## Board Meeting Minutes
## April 8, 2026

The Board of Directors meeting of the Green Ridge Condominium Association was held on Wednesday, April 8, 2026, at 1412 Windsor Way, Mount Pleasant, WI.

**Call to Order:**
Board President, Bruce Kraeuter called the meeting to order at 6:01 p.m. He reminded everyone present that Robert's Rules of Order would be followed during all Board meetings.

**Roll Call and Determination of Quorum:**
Present were Directors: Bruce Kraeuter, Stephanie Hanson, Nan Smalley, Ilze Jaunkalnietis, Terry Campbell, Gretchen Gayhart, Keri Koceja, Bill Pfister. Absent: Scott Thilleman. Determination: A quorum was present. Also in attendance was Meredith Orth from Washington Properties, Inc. and Guest Speakers, Mike Glidden, Computer Programmer and two representatives from Kaman and Cusimano, Attorneys.

**Open Forum:**
None

**Guest Speaker:**
Mike Glidden, condo owner and programmer, spoke about a free computer program he will create for online voting, specifically for Green Ridge.
Representatives from Kaman and Cusimano, Attorneys spoke about services this group provides to Homeowner Associations.

**Approval of Previous Minutes:**
Board members reviewed the meeting minutes for March 11, 2026. Motion made, seconded, and unanimously carried to approve the meeting minutes.

**Financial Report:**
Board members reviewed and discussed the March financial reports. Motion made, seconded, and unanimously carried to approve the reports.

**WPI Management Reports:**
Maintenance Log: Reviewed.
Task List, Building and Grounds Reports: Reviewed.

**Unfinished Business:**
Vote needed regarding legal representation: Vote ended in a tie. Postponed to May meeting.
Computer program for online voting: Moved by Bill Pfister to approve the motion to move forward with the online voting procedure through trial runs and get the program up and let us test it to see further how this will work for us. Motion was adopted unanimously after debate. Bill Pfister made a secondary comment suggesting that Zoom be set up so members can log in online to watch the meeting and vote electronically, allowing their votes to be counted.
Vote needed to amend the Rules and Regulations: Moved by Gretchen Gayhart to accept that renters will not have access to the Rec Center using the key fob and change will be added into current rule, page 2, number 4. Motion was adopted by majority after debate.
Vote needed to amend the Rules and Regulations: Moved by Ilze Jaunkalnietis to amend the proposed change to rule 8, page 20 by removing the word "using" and replacing with "renting" and to accept this change. Motion was adopted unanimously after debate.
Vote needed to amend the Rules and Regulations: Moved by Stephanie Hanson to add into the current rules, page 20, number 9 and 10, "and a copy of your Homeowner's Insurance". Motion was adopted unanimously after debate.
Vote needed to amend the Rules and Regulations: Moved by Gretchen Gayhart to accept one key fob per LLC and proposed change will be added into current rule, page 2, number 4. Motion was adopted unanimously after debate.

**New Business:**
Discussion on maintenance building: Postponed to May meeting.
Vote needed regarding amending Rules and Regulations to increase fine amounts: Postponed to May meeting.
New Dumpsters: Contract is between Village of Mount Pleasant and GFL. GFL has replaced some of the dumpsters. Direct owners to call GFL with questions or concerns.

**Executive Session:**
The Board recessed the open Board meeting at 8:00 p.m. to hold the Executive Session to review Robert's Rules of Order and review owner issues, fines, letters, violations, and delinquencies.
The open Board meeting reconvened at 8:30 p.m.

**Adjournment:**
Board meeting adjourned at 8:32 p.m.
The next Board meeting date is Wednesday, May 13, 2026, 6 p.m., at 1412 Windsor Way, Mount Pleasant, WI.

Respectfully submitted, Nan Smalley, Board Secretary.

**GREEN RIDGE CONDOMINIUM ASSOCIATION**
**Board Meeting Minutes**
**May 13, 2026**

The Board of Directors meeting of the Green Ridge Condominium Association was held on Wednesday, May 13, 2026, at 1412 Windsor Way, Mount Pleasant, WI.

**Call to Order:**
Board President, Bruce Kraeuter called the meeting to order at 6:02 p.m. He reminded everyone present that Robert's Rules of Order would be followed during all Board meetings.

**Roll Call and Determination of Quorum:**
Present were Directors: Bruce Kraeuter, Stephanie Hanson, Nan Smalley, Ilze Jaunkalnietis, Terry Campbell, Gretchen Gayhart, Keri Koceja, Bill Pfister, Scott Thilleman. Determination: A quorum was present. Also in attendance was Meredith Orth from Washington Properties, Inc. and Guest Speaker, Mike Glidden, Computer Programmer.

**Open Forum:**
RFA: 1533 WW, reported on noise issues, broken windows, and parking. The Board acknowledged those concerns.
RFA: 5718 CL, reported on steps, railing, Board help veteran with railing, painting fence, cut down or trim diseased tree, and issue concerning side yard.

**Guest Speaker:**
Mike Glidden, a condo owner and programmer, gave a presentation demonstrating an online voting computer program.

**Approval of Previous Minutes:**
Board members reviewed the meeting minutes for April 8, 2026. Motion made, seconded, and unanimously carried to approve the meeting minutes.

**Financial Report:**
Board members reviewed and discussed the April financial reports. Motion made, seconded, and unanimously carried to approve the reports. Meredith Orth will text pool service to confirm service is coming once a day.

**WPI Management Reports:**
Report on Air Handler Scheduled Maintenance: United Mechanical provided a quote of $200 for twice-yearly maintenance; however, the compressor needs replacement, so maintenance will not be effective. Waiting for proposals on replacing the mechanics for budgeting next year. Filters are replaced once a month by WPI.
Report on Monthly Expenses to Leave Maintenance Building Standing: Tabled to next meeting. Members need to review the information on monthly expenses and be ready to discuss.

**Unfinished Business:**
Vote needed regarding legal representation: Gretchen Gayhart moved to accept Todd Terry to provide legal representation as our attorney. Motion was accepted by majority.
Vote Required to Hold an Owner Survey by Online Voting: Tabled to next meeting, need more information.
Vote Required to Accept the Online Voting Program Designed by Mike Glidden: Stephanie Hanson moved to accept the online voting program. Motion was adopted unanimously.

**New Business:**
Discussion Regarding Walk Around Results: Siding proposals will be emailed to Board members for consideration and vote. Condo building roofs: four need to be looked at and two need repairs. Garage roofs: six are rated at 0 to 1 and need to looked at. Garages need paint and gutters. Balconies and fences that were repaired or replaced need to be painted. Fifteen balconies need to be replaced. Walk arounds needed with

Sebert and Wachtel. Ponds: Newman: aerator is getting a replacement filter and treatment. Spring: electrical needs to be done and then new aerator will be installed. Weather dependent. WPI will obtain three proposals. Time frame two weeks to receive a response from company.
Vote Regarding Amending Rules and Regulations to Increase Fines for Rec Center Party Infractions: Nan Smalley made the motion that if an owner repeatedly violates Rec Center party rules, the owner will not be allowed to rent the Rec Center for six months. Motion was adopted unanimously.
Vote Required on Allowing Light Fixture Cameras (Doorbell Cameras are Approved for Front and Back Doors in the Rules and Regulations, Page 5, Building, Number 13): Rules and Regulations remaining as is and letters will be sent to those in violation.

**Executive Session:**
The Board recessed the open Board meeting at 7:54 p.m. to hold the Executive Session to review owner issues, fines, letters, violations, and delinquencies.
The open Board meeting reconvened at 8:45 p.m.

**Adjournment:**
Board meeting adjourned at 8:46 p.m.
The next Board meeting date is Wednesday, June 10, 2026, 6 p.m., at 1412 Windsor Way, Mount Pleasant, WI.

Respectfully submitted, Nan Smalley, Board Secretary.

**GREEN RIDGE CONDOMINIUM ASSOCIATION**
**Board Meeting Minutes**
**June 10, 2026**

The Board of Directors meeting of the Green Ridge Condominium Association was held on Wednesday, June 10, 2026, at 1412 Windsor Way, Mount Pleasant, WI.

**Added Item to Agenda:** Add to Executive Session, Window Latches in Rec Center.

**Call to Order:**
Board President, Bruce Kraeuter called the meeting to order at 6:02 p.m. He reminded everyone present that Robert's Rules of Order would be followed during all Board meetings.

**Roll Call and Determination of Quorum:**
Present were Directors: Bruce Kraeuter, Stephanie Hanson, Nan Smalley, Ilze Jaunkalnietis, Terry Campbell, Keri Koceja, Bill Pfister. Absent: Gretchen Gayhart and Scott Thilleman. Determination: A quorum was present. Also in attendance was Meredith Orth from Washington Properties, Inc.

**Open Forum:**
RFA: 5742 CC, Owner spoke about letter received concerning cement patio. The Board acknowledged those concerns.
RFA: 5616 CL, Owner requested stripping to be done in front of two units to prevent blocking of the walkways which is a safety issue. Suggested adding playground maintenance on the yearly budget. Requested playground be cleaned up for the summer due to the number of children living in Green Ridge.

**Approval of Previous Minutes:**
Board members reviewed the meeting minutes for May 13, 2026. Motion made, seconded, and unanimously carried to approve the meeting minutes.

**Financial Report:**
Board members reviewed and discussed the May financial reports. Motion made, seconded, and unanimously carried to approve the reports.

**WPI Management Reports:**
Maintenance Log Review: All items from the walk-around are on the Green Ridge Task List.
Building & Grounds Request Review: Meredith approved three items.
Green Ridge Task List Review: Discussion took place on walk-around items.
Task List Review for April: Completed.
Issues in Rec Center: Having difficulty viewing camera footage. Computer may need replacing or improving memory.

**Unfinished Business:**
Vote needed on Siding Proposals: We received three proposals, Celeste Builders, Tri-County, and Nick's. Celeste Builders proposal for 5701 CC and 5735 CC was approved via email by majority.
Proposals, Walk Around Items: Members be aware that some proposals will be sent via email. Voting can be done via email. Discussed balcony proposals. Suggestion made to divide balconies between Brewer and RTC. Bruce Kraeuter moved to accept six balconies to be completed and use remaining funds to do emergency repairs and electrical. This way we are covered and not going over budget. Motion was adopted unanimously.

**New Business:**
Vote Needed to Separate "Guidelines for Landlords/Tenants at Green Ridge Condo Association" into Two Documents. (see handouts in packet titled "Summary of Key Rules for Landlords at Green Ridge Condominiums" and "Summary of Key Rules for Tenants at Green Ridge Condominiums"): Nan Smalley moved to separate the Guidelines document into two separate documents for landlords and tenants and to include a signature page. Motion was adopted unanimously.

Vote Needed to Amend Four Sections of the Rules and Regulations (see handouts in packet): Rule, Parking/ Garages, Page 7, Number 1, revise wording and vote via email or at the next Board Meeting. Rule, Parking/Garages, Page 8, Number 6, revise with an edit to include tenants. Does not need a vote. Rule, General, Page 2, Number 4, revise wording and vote via email or at the next Board meeting.

Vote Needed to Approve Document "Green Ridge Tenant Registration" (handout in packet): Stephanie Hanson moved to approve this document. Motion was adopted unanimously.

Vote Needed to Amend Rules and Regulations, Fines for Rec Center Party Infractions, Page 22 to include the approved sentence: "Owner who **repeatedly** violates Rec Center party rules will not be allowed to rent the Rec Center for six months: Nan Smalley moved to edit sentence to read "Owner who violates Rec Center rules will be fined by the Board, based on the severity and number of violations." Motion was adopted unanimously.

Handyman: Discussion took place. Members agreed for Bill to find an insured handyman.

**Executive Session:**
The Board recessed the open Board meeting at 7:44 p.m. to hold the Executive Session to review owner issues, fines, letters, violations, and delinquencies.

The open Board meeting reconvened at 8:22 p.m.

**Adjournment:**
Board meeting adjourned at 8:23 p.m.
The next Board meeting date is Wednesday, July 8, 2026, 6 p.m., at 1412 Windsor Way, Mount Pleasant, WI.

Respectfully submitted, Nan Smalley, Board Secretary.

**Addendum, Executive Session**
**Board Meeting Minutes**
**Private and Confidential – For Board Members Only**
**June 10, 2026**

Maintenance Building: Mike has the proposal for the Maintenance Building. He will be adding that information to the online voting page. Mike needs WPI to sign a confidentiality agreement.

Owner's Issues:
5718 CL: Getting quote for the tree removal, spoke to lawn service company.
1401 WW: Bruce requested owner send in RFA. WPI to bring in prices of awnings at next Board meeting.
5742 CC: Send letter that cement slabs are not allowed but we will allow owner to cut back 3 feet of cement back from the condo. This is a compromise. Owner will have to add fill and dirt around foundation. Add a timeline.
1533 WW: Lower unit - Lock on gate removed, window wells replaced. Upper unit – basement window still broken, WPI will check to see if window is replaced.

Tenant Key Fobs Turned Off: Yes

Window Latches in Rec Center: Locks or wireless sensors could be added to windows. Meredith will speak with Century.

Violations: Letter was sent to landlord and tenant about German shepherd.
Eviction process has started for tenant in 5616 CL, #5. May have tenant out of unit by the week of July 20, 2026.
5740, #3, A letter was sent regarding the need to repair the back patio wood before selling the unit.

Delinquencies
Thirty-six owners have not paid special assessment in full.
Send out late special assessment letters on August 1, 2026.
A deaf owner requested an interpreter be paid for by the association so owner can speak with the Board about delinquencies. Owner should bring the interpreter. Board and owner could communicate by email through Meredith.

**GREEN RIDGE CONDOMINIUM ASSOCIATION**
**Board Meeting Minutes**
**July 8, 2026**

The Board of Directors meeting of the Green Ridge Condominium Association was held on Wednesday, July 8, 2026, at 1412 Windsor Way, Mount Pleasant, WI.

**Call to Order:**
Board President, Bruce Kraeuter called the meeting to order at 6:01 p.m.

**Roll Call and Determination of Quorum:**
Present were Directors: Bruce Kraeuter, Stephanie Hanson, Nan Smalley, Ilze Jaunkalnietis, Terry Campbell, Keri Koceja, Bill Pfister. Absent: Gretchen Gayhart and Scott Thilleman. Determination: A quorum was present. Also in attendance was Meredith Orth from Washington Properties, Inc.

**Open Forum:**

None

**Approval of Previous Minutes:**
Board members reviewed the meeting minutes for June 10, 2026. Motion made, seconded, and unanimously carried to approve the meeting minutes.

**Financial Report:**
Board members reviewed and discussed the June financial reports. Motion made, seconded, and unanimously carried to approve the reports.

**WPI Management Reports:**
Green Ridge Task Review: All the asphalt work has been approved, waiting on a start date from PLM. Waiting for a third proposal for roofs. Waiting for revised proposal from HNS on Pull Stations. The Board needs to review the proposal on Pull Stations from Flannery again. Water Department replacing 42 water meters. If Meredith can obtain a list of the affected buildings, she will email those owners to expect an employee from the Water Department.
Building & Grounds Request Review: Nothing approved since last month.

**Unfinished Business:**
Proposals, Walk Around Items: Discussed fence proposals: 5533 CL, 5509 CL, 5516 CL are straight fences not t-fences. Bruce and Meredith will inspect fences on the list and select those most in need of repair while staying within the budget. Trees: The tree list will be given to Scott to review and select trees he can trim. Tuck pointing: Have proposal from R&R, no response from Universal Masonry. Woodwork: Several items can be completed by a handyman. Concrete: Waiting for proposals. Mud Jacking: Meredith has to complete list. Landscaping: Waiting for proposals from Sebert, Dresen, and Grassman. Electrical: A proposal was received from Bohm for $3500 to replace one streetlight post/suggested budgeting for additional post replacements because of deterioration at the bottom of the posts.
Update Handyman: Bill has a list of names to contact.

**New Business:**
Update on Practice Voting for Maintenance Building: Mike Glidden has the voting program ready and is waiting to receive a list of condo owner email addresses from WPI to add into the program. Practice run will focus on following the instructions and answering two questions. A support email button will be available on the program for owners to ask questions concerning the instructions or need assistance using the program.
Vote Needed to Have Owner Access to Vehicle and Dog Registration Form (add to hallway metal rack) (All Forms to be in Rack/Exception Landlord and Tenant Forms): Meredith will obtain a larger display stand if needed and will place all forms in it so condo owners can easily access them. WPI manages the display. No vote needed.

Vote to Allow Board Secretary to Add Corresponding Information About Forms to Rules and Regulations: Yes, for Board Secretary to add information about forms to the Rules and Regulations. No vote needed.
Vote Needed to Move Sign in Pool Area: Bill will move pool sign. No vote needed.
Add Playground Maintenance Line Item to Budget: No need to have a line item. Playground Maintenance falls under Grounds Miscellaneous. A handyman could deal with playground maintenance.

**Executive Session:**
The Board recessed the open Board meeting at 7:00 p.m. to hold the Executive Session to review owner issues, fines, letters, violations, and delinquencies.

The open Board meeting reconvened at 7:52 p.m.

**Adjournment:**
Board meeting adjourned at 7:53 p.m.
The next Board meeting date is Wednesday, August 12, 2026, 6 p.m., at 1412 Windsor Way, Mount Pleasant, WI.

Respectfully submitted, Nan Smalley, Board Secretary.

**GREEN RIDGE CONDOMINIUM ASSOCIATION**
**Board Meeting Minutes**
**August 12, 2026**

The Board of Directors meeting of the Green Ridge Condominium Association was held on Wednesday, August 12, 2026, 6 p.m., at 1412 Windsor Way, Mount Pleasant, WI.

**Call to Order:**
Board President, Bruce Kraeuter called the meeting to order at 6:05 p.m.

**Roll Call and Determination of Quorum:**
Present were Directors: Bruce Kraeuter, Stephanie Hanson, Nan Smalley, Ilze Jaunkalnietis, Terry Campbell, Gretchen Gayhart, Keri Koceja, Bill Pfister and Scott Thilleman. Determination: A quorum was present. Also in attendance was Meredith Orth from Washington Properties, Inc.

**Open Forum:**
RFA: 5745 CL, Camera Fixtures Installed Outside Unit. Owner received a letter concerning his security cameras. Owner wants to know why there is an issue when his cameras show only his patio area and front walk. Discussion took place. Board will send a response in writing.

**Guest Dave Zimmerman:** Spoke about his experience as a handyman. Instructions were given to Nan to notify owners of 5742 CC building that power washing will take place on Friday, August 14, 2026. Discussion took place that the areas to be washed would be two alcoves and back of building.

**Approval of Previous Minutes:**
Board members reviewed the meeting minutes for July 8, 2026. Motion made, seconded, and unanimously carried to approve the meeting minutes.

**Financial Report:**
Board members reviewed and discussed the July financial reports. Motion made, seconded, and unanimously carried to approve the reports.

**WPI Management Reports:**
Task List Review: Latches installed on Rec Center windows. Dick's has been approved to install all roofs and gutters. Water Department replacing 42 water meters and will notify affected owners. Striping done at 5616 CL. Document stand and all forms and other documents have been placed in the Rec Center hallway.
Green Ridge Task List: Painting list needs to be reviewed by Bill to determine which items can be assigned to Dave for painting. List for tree removal is completed. Tree trimming list is pending. First balcony repair has started but have an issue. Tuck pointing needs approval. Woodwork needs review. Some projects will be going to Dave. The concrete proposal has to be resubmitted because it must include the removal of the asphalt ramp at 5819 CC. Mud jacking list is being revised. Asphalt is not complete. Landscaping needs to be approved. Electrical is on hold. Roofs and siding approved.
Contractor Maintenance Log: No comments.
WPI Maintenance Work Orders: No comments.
Building & Grounds Review: Nothing has been approved since the previous month.

**Unfinished Business:**
Proposals, Walk Around Items: Emailed all proposals to members for review. Ilze Jaunkalnietis moved to approve Mano Fencing proposals for 5516 CL full building fence, 5709 CC #5/6, 5533 CL #1 & #2/3, 5740 CL #1/2, 5616 CL #5, 5600 CL #3/4, & #5/6,1505 WW #2, 5509 CL #2/3 at a cost of $20,650. $2,650 over budget. Motion seconded and adopted unanimously.
5735 CC #1: Fence is structurally sound, needs to be power washed and painted. The Board approved assigning the work to Dave.
Tuck pointing: Two proposals were received, one from R&R and one from Universal. Bill Pfister moved to approve these two proposals split between two vendors. Motion seconded and adopted unanimously. Spring Street Pond: WE Energies must complete the electrical work before the aerator can be installed.
Landscaping: Bill and Bruce will look at 5727 CC, garage 4C, and email members assessment so vote can take place. 5748 CC, Bill and Bruce will inspect the wall and give recommendations. 5528 CL, Bill

recommended a stone and pebble walking path, Bruce and Bill will look at area and give recommendation.
Pull Stations: Stephanie Hanson moved to accept proposal from Flannery, $4,475. Motion seconded and adopted unanimously.
Painting: Dave will review the painting list. The Board will revisit the list after his review.
Metal Boxes in Common Areas: Meredith will contact the cable company to determine whether the abandoned metal boxes can be repaired or removed.
Results of the First Practice Online Voting: People found it easy to vote online. Forty-three people voted. Mike will update instructions to advise owners to check spam folder if password is updated. Online voting platform is suitable to conduct an opinion poll. We need a maximum of 117 eligible voters to establish quorum. Online voting must be available virtually during the Annual Meeting.
Vote Needed to have Tenant Registration Form sent to Landlords, with Instructions for Tenants to Complete the Form and Landlords to Return it to WPI: Put on hold pending additional information.

**New Business:**
Preparation for 2026 September Annual Meeting: Bio form will be sent out by GR Communications. Roma Lodge is reserved starting 5 p.m. Board members should arrive by 5:30 p.m. Annual Meeting letter, zoom and voting information, bios, and proxies will be in Annual Meeting packet. Financial information will cover completed and upcoming projects. Bruce will present information on maintenance building.
Vote Needed to have Camera Installed Inside Pool Entrance Door: Cost of adding a camera is $2,914.96, including camera, software, and related equipment. Another option is to install an HD camera with night vision in one corner of the pool area. Tabled. Need more information.
Vote Needed to Amend R&Rs, "Recreation Center and Facilities ", page 18, Number 5 to Include the Word Owner in Adult Owner in Sentence: Stephanie Hanson moved to include the word owner in adult owner. This motion was not approved.
Review and Revise the Green Ridge Owner Registration Form: No vote required.
Members Having Issues with Portal: Bruce Kraeuter stated that all members experiencing portal issues must address them this week. Any problems should be reported to WPI immediately so they can be corrected. RFA: 5820 CL, Gutter and Downspout Causes Ice Damage: Meredith to send information to Bruce Kraeuter so he can check roof.
RFA: 5820 CL, Newman Road Pond Erosion: Letter to be sent to 5605 CL all units. WPI is waiting for professional feedback from the pond company concerning erosion.
Noise Violation: 5748 CL: Moved to Executive Session.

**Executive Session:**
The Board recessed the open Board meeting at 7:50 p.m. to hold the Executive Session to review owner issues, fines, letters, violations, and delinquencies.

The open Board meeting reconvened at 8:46 p.m.

**Adjournment:**
Board meeting adjourned at 8:46 p.m.
The next Board meeting date is Wednesday, September 9, 2026, 6 p.m., at 1412 Windsor Way, Mount Pleasant, WI.

Respectfully submitted, Nan Smalley, Board Secretary.

# GREEN RIDGE CONDOMINIUM ASSOCIATION
## Board Meeting Minutes, September 9, 2026

The Board of Directors meeting of the Green Ridge Condominium Association was held on Wednesday, September 9, 2026, at 1412 Windsor Way, Mount Pleasant, WI.

**Call to Order:**
Board President, Bruce Kraeuter called the meeting to order at 6:06 p.m.

**Roll Call and Determination of Quorum:**
Present were Directors: Bruce Kraeuter, Stephanie Hanson, Nan Smalley, Ilze Jaunkalnietis, Terry Campbell, Keri Koceja, Bill Pfister, Scott Thilleman. Absent: Gretchen Gayhart. Determination: A quorum was present. Also in attendance was Meredith Orth from Washington Properties, Inc.

**Open Forum:**
None

**Approval of Previous Minutes:**
Board members reviewed the meeting minutes for August 12, 2026. Motion made, seconded, and unanimously carried to approve the meeting minutes.

**Financial Report:**
Board members reviewed and discussed the August financial reports. Motion made, seconded, and unanimously carried to approve the reports.

**WPI Management Report:**
The Management Report regarding open action items was presented and report is included in the Board packet.
An RFA Report will be added monthly to the Board packet.
Bill Pfister moved to proceed with the five-year plan to replace the pool-room compressor, flush the system, and contract with United Mechanical. The motion was seconded and adopted unanimously.
Dave will power wash the back side of 5736 CC and the north brick side of 5748 CC, along the path, to remove green algae.
Bill will review Brewer's proposal to determine which woodwork projects can be assigned to the handyman.
Brewer replaced the rotten wood at 5749 CC and will replace the rotten wood at 5608 CL.
5727 CC Garage 4C: Received quote from Dresen, waiting for quote from Grassman.
Building Signs: Tabled until October meeting.
Concrete Repairs: Waiting for quote from PLM.
Light Posts: Stephanie Hanson moved to approve the light poles and light fixtures. The motion was seconded and adopted unanimously.

**Unfinished Business:**
WPI Update on Removing Metal Boxes from Common Areas: Moved to October Agenda.

**New Business:**
GFL Bulk Pickup to be Placed at Curb: Meredith Orth and Bruce Kraeuter will meet with Mount Pleasant Village and GFL on Thursday, September 10, 2026.

**Executive Session:**
The Board recessed the open Board meeting at 7:13 p.m. to hold the Executive Session to review owner issues, fines, letters, violations, and delinquencies.

The open Board meeting reconvened at 7:42 p.m.

**Adjournment:**
Board meeting adjourned at 7:44 p.m.
The next Board meeting date is Wednesday, October 14, 2026, 6 p.m., at 1412 Windsor Way, Mount Pleasant, WI.

Respectfully submitted, Nan Smalley, Board Secretary.