



Summerfield Townhouse HOA #5  
Summerfield Clubhouse – Conference Room  
February 13, 2024  
Time: 4:00 p.m.

4:06 Board of Directors Meeting called to order by Ed Stanley.

**Board Members Present.**

Ed Stanley  
Ellen Brown  
Claire Frye

**Homeowners Present**

Cam Thompson  
Kathy Danforth  
Pat Howard

Jacie Pearson  
Bob Westover  
Frances Jewell

Peter Frye

Minutes from January 2023 meeting were approved by the Board.

**Treasurer's Report:**

- Motion made to approve treasurer's report. Seconded and approved.
- See Treasurer for financial information

**Landscaping Report:**

- Landscape report will be posted on website

**Maintenance Report**

- Maintenance report will be posted on website

**Old Business:**

- A reserve study committee has been formed – Pat Howard, Ed Stanley, Kathy Danforth, Larry Blanchard and Ann Stanley.
- Committee will talk with 3 reserve study companies (Pono, Certa and Schwindt) and decide which one to go with and then find out what needs to be done. Cost could be @\$2,500. The Board has a fiduciary duty to ensure that we are saving enough in reserves for future repair or maintenance needs. A reserve study will provide information to assist us in making future decisions.

Our next meeting is scheduled for **March 12, 2024 at 4:00 p.m. in the Clubhouse Board Room.**

Meeting adjourned at 4:30 p.m.

Respectfully submitted,  
Claire Frye  
Secretary