

Tower Lakes Owners Association

Regular Board Meeting

September 16, 2026

1. Call to Order

President Mark Wilcheck called the meeting to order at 6:01 p.m.

Board Members Present:

- Mark Wilcheck, President / Lawn Care & Snow Removal
- Dave Damron, Vice President / Communications / Lawn Care & Snow Removal
- Pat Lapczenski, Treasurer
- Chris Baldasare, Secretary & Variances
- Marilee Kastran, Farmhouse Community Center
- JoAnn Baker, Tower Lakes Resident Happenings / Community Events (participating remotely)

Board Members Absent:

- John Grove, Rumpke Waste & Recycling
- Gary Proietti, Unit Owner Responsibilities / Building Representatives (resigned effective August 20, 2026)

A quorum was established.

2. Approval of Board Agenda

The September 16, 2026 Board Meeting Agenda was approved.

Motion by Chris Baldasare, seconded by Marilee Kastran. Motion carried.

3. Approval of Previous Meeting Minutes

The August 19, 2026 Board Meeting Minutes were approved.

Motion by Mark Wilcheck, seconded by Dave Damron. Motion carried.

4. Treasurer's Report and Approval of Financials

The Board reviewed the August financial statements, including operating income, reserve balances, building funds, insurance-related expenses, and upcoming capital projects.

Discussion included:

- Year-to-date operating income remains positive.
- Upcoming expenses include farmhouse concrete repairs, power washing and sealing, insurance renewal costs, and other maintenance projects.
- Reserve funding levels and long-term replenishment planning were discussed.

The August Financial Statements were approved.

Motion by Chris Baldasare, seconded by Dave Damron. Motion carried.

Dave Damron will post the approved financial reports on the Tower Lakes website.

Additional Action:

- The Board approved the disposal and shredding of bank statements from 2002 through 2011 in accordance with the Association's attorneys Kaman & Cusimano and records retention policy. Documentation of the disposal authorization will be retained with these meeting minutes.

Motion by Mark Wilcheck, seconded by Marilee Kastran. Motion carried.

5. Public Participation

No Public Participation.

6. Acceptance of Board Member Resignation

The Board formally accepted the resignation of Gary Proietti, effective August 20, 2026.

The Board expressed its appreciation for Gary's service and contributions to the community.

Motion by Marilee Kastran, seconded by JoAnn Baker. Motion carried.

7. Committee Reports

HOA Responsibilities

A. Variances

Chair: Chris Baldasare

Ten (10) Variance requests reviewed included:

- Roof replacement, storm door replacement, deck staining, deck repair, paver installation, window replacement, air conditioning and stair relocation, Trex deck, and patio landscaping.

All submitted variance requests were reviewed and acted upon in accordance with Association guidelines.

B. Farmhouse Community Center

Chair: Marilee Kastran

Old Business

- Concrete repair and power washing/sealing projects remain scheduled for late September or early October pending contractor scheduling.
- New security lighting was installed in the upstairs area of the Farmhouse.
- A keypad entry system was installed for the upstairs office.

Fire Escape Repair

The Board reviewed two proposals regarding the second-floor fire escape.

After discussion, the Board approved a repair proposal in the amount of approximately \$2,500 rather than a full replacement estimated at approximately \$10,700.

The approved repair will replace deteriorated components, improve structural connections, and restore the fire escape to safe operating condition in compliance with City code.

Motion by Dave Damron, seconded by Mark Wilcheck. Motion carried.

The Board also discussed installing additional signage identifying the stairs as an emergency exit only.

Farmhouse Rental

The Board discussed a long-term rental arrangement for recurring Farmhouse use by a resident group.

The Board approved a one-year rental agreement providing recurring access in exchange for annual payments, payable monthly.

The agreement will include scheduling, insurance, and facility-use requirements.

The Board also approved increasing cleaning services at the Farmhouse, including weekly cleaning at a cost of \$100 per month.

The Board agreed that similar recurring-use arrangements could be offered to future groups under comparable terms.

C. Lawn Care & Snow Removal

Co-Chairs: Dave Damron and Mark Wilcheck

- The Board discussed seasonal landscaping maintenance and fall clean-up planning.
- Major trimming and cutbacks of overgrown entrance landscaping are planned following the first frost. Residents will be notified in advance and provided an opportunity to identify plantings they wish to preserve.
- A dead tree located near the pond and reported by a resident will be inspected for possible removal.

D. Communications

Chair: Dave Damron

- The Association website continues to function well.
- Registration for the upcoming Brats & Burgers event exceeded expectations.
- Updated Farmhouse photographs will be added to the website.

E. Safety & Security

Board Officers

- Security camera installation has been completed.
- The Board reviewed project costs and discussed future monitoring expenses.

F. Rumpke Waste & Recycling

Chair: John Grove

John Grove was absent but provided a report.

No significant trash or recycling issues were reported.

Unit Owner Responsibilities

Position Currently Vacant

The Board discussed the need to identify a successor for the Unit Owner Responsibilities and Building Representative position following Gary Proietti's resignation.

Building Representatives

The Board discussed strengthening the Building Representative program and reaffirmed expectations regarding:

- Building inspections and reporting.
- Resident communication.
- Annual building meetings.
- Maintenance and landscaping compliance awareness.
- Variance education and support.

A Building Representative Meeting scheduled for October 24, 2026.

G. Tower Lakes Resident Happenings / Community Events

Chair: JoAnn Baker

Upcoming Events:

- Brats & Burgers Event
- Women & Wine Gathering
- Ohio State Football Tailgate Event (October 10)
- Taco Tuesday (November 17)

The Board thanked the volunteers who continue to organize and support community activities.

8. Old Business

None.

9. New Business

A. Unauthorized Landscaping Installation

The Board discussed a recently completed stone landscaping project that was installed without the required variance approval.

The Board noted concerns regarding:

- Snow removal operations.
- Lawn maintenance access.
- Neighbor impact.

The homeowner will be notified and required to submit a variance application for Board review.

B. Building Rep Resignation

Dave McGowan, 1662 Nantucket Drive, resigned as Proxy Building Representative for Building 25 – 1641 Wilmington Point Condo Association. The building will need one of the registered Unit Owners in Building 25 to fill the position of Building Representative for Building 25.

C. Common Property dying Tree

Ed Taylor reported that a tree on common pond property behind his home was dying and asked the board to evaluate or remove it; the board planned to have an arborist or qualified person inspect it

Meeting Schedule

The Board confirmed that regular meetings will continue on the third Wednesday of each month at 6:00 p.m. at the Farmhouse Community Center.

Residents are welcome and encouraged to attend Board meetings. Any resident wishing to address the Board must complete a Board Participation Form prior to the meeting.

Next Meeting: October 21, 2026

10. Adjournment

The meeting adjourned at 8:44 p.m.

Motion by Mark Wilcheck, seconded by JoAnn Baker. Motion carried.

Respectfully submitted,

Chris Baldasare

Secretary

Tower Lakes Owners Association

September 16, 2026