Falling Waters HOA Executive Meeting Minutes

Executive Cottage Homes Clubhouse

Friday, March 6, 2026

I. **Call to Order:** Mark Langbehn called the meeting to order at 10:00 AM.

II. **Roll Call:** Mark Langbehn, Sherri Cullom, Shawn Hudecek, Nancy Ellis

III. Assign Officers: Mark Langbehn nominated:

- **a.** Sherri Cullom for President,
- **b.** Mark Langbehn, Vice President
- **c.** Nancy Ellis for Secretary/Treasurer
- **d.** Shaun Hudecek, Director at large
- **e.** All motions seconded and carried unanimously.

IV. Old Business:

a. Neighbor to neighbor issues with resolution options were discussed. The Board agreed that all homeowner-to-homeowner issues should be documented and reported to legal authorities for them to manage. Some issues may also be reviewed by the Safety Committee.

b. The first point of contact on any HOA issue should be our management company, PP NW (ppnwinc@yahoo.com) for them to record and direct appropriately.

c. Ongoing issue regarding homeowner compliance with Declaration of Covenants Article VI (L) status update regarding required landscaping a pool's required screening visible from the street.

d. Commercial vehicle policy is being reviewed by Mark Langbehn and Nathan Vis. Golf Cart policy and Fine and Fee schedule will be reviewed by Nancy Ellis.

e. The status of the Providence model home was discussed, and the Board is currently working with legal counsel, Nathan Vis on resolution.

f. The Election policy will be reviewed for revisions by the Board.

V. New Business:

A. Confidentiality: Sherri Cullom explained that Board's responsibility regarding confidentiality. All members present signed a Code of Ethics form which will be forwarded to Nathan Vis.

B. Proposal for the open seat: Mark Langbehn nominated Keri Johnson to fill the 5th Board position. All in favor, motion carried. Her title will be Director at large. We are all excited to have Keri join our team!

C. Standards**:**

i. Email usage: All Board of Directors agreed that all HOA information shared via email must remain confidential. Suggested that a separate email address for Board of Directors communication to differentiate from personal use email address. All HOA communications will be directed to all Board members.

ii. Assigning contacts for Nathan Vis: The board unanimously agreed that President Cullom is the sole point of contact to ensure consistent communication.

iii. Misc. assignments: Nancy Ellis will remain ACC Chairperson with Mark Langbhen serving as the ACC representative on the Board of Directors in the interests of checks and balances. Shawn will be asking for Landscape Committee members at our April meeting and will also be investigating some costs. Nancy Ellis offered to donate her large Proven Winners Aqua Pot to the community. Mark Langbehn will continue to address all subdivision maintenance items.

D. Possible capital projects for the year:

i. Mark Langbehn has gotten a quote for $62k to surface course two areas in the subdivision.

ii. Sherri Cullom is investigating reconfiguration of the south gate to allow for a turnaround lane. Nancy Ellis will reach out to FW HOA engineer Adam McAlpine for his thoughts and connections to Valparaiso University engineering interns.

iii. Additional agenda items to be determined

E. Agenda for the Public meeting on Monday, March 16, 2026:

I. Introduction of newly elected and appointed Board members including changes to the FW webpage and possible Official Facebook page to address community concerns which will be monitored by the management company and one or two Board members.

II. Sherri Cullom will present a high-level State of the Community review.

III. Mark Langbehn will provide the ACC report and Maintenance update.

IV. Nancy Ellis will review financials YTD, yearly assessments and percentage garbage costs, the importance of appfolio usage by all homeowners.

F. Review insurance policy: Policy was unavailable but will be reviewed later.

G. Any other matters the Board wishes to discuss:

i. Nancy Ellis suggested a strategic planning meeting for the Board which has been scheduled for Sunday, April 19, 2026, at 1 PM.

ii. A “Welcome Box” for new homeowners was discussed and will be a topic for the planning meeting as well.

H. Meeting adjourned at 11:30 AM.