The Woods at Cathedral Point Homeowners Association
2025 Annual Meeting Minutes

Facilitator: Shandar Hoagland, DSI Real Estate Group
Meeting Date: February 18, 2025 at 6:30 pm
Location: Online Teams Meeting
Meeting Called by: The Woods at Cathedral Point HOA
Type of Meeting: Annual Association Meeting & Board Appointment Meeting
Note Taker & Time Keeper: Serena Pretti
Attendees: Attendance taken online through Teams

Agenda:

A) Roll Call

a. Proof of attendance reached via Teams Attendance Download
b. Introduction of Shandar and Serena with DSI Real Estate Group

B) Reading of Minutes of the last Meeting

a. 2024 Minutes were posted on the DSI website: Owners were asked to read them prior to the meeting. Minutes were approved.

C) Consideration of Communications

a. Shandar presented the original letter that was mailed to all homeowners
   - Letter was mailed out on February 7, 2025
   - Letter, Agenda, Budget and Financials also sent via email the morning of the meeting.

D) Resignations & Elections

a. The developer board resigned their positions effective this meeting and appointed the first homeowner member Board of Directors
b. Homeowner Board Members are:

Board of Directors:
Katy Kalwat - President
Amanda Zwygart - Secretary
Max Klapper - Treasurer
ACC:
Tyler Tranel
Brandon Palmer
Jake Shropshire

E) Reports of Officers & Employees

a. The HOA has 178 assessment units and currently there are 25 homes that have yet to pay the 2025 assessment.

b. If you are unsure if your dues are paid, please reach out to hoa@dsirealestate.com to verify.
c. Late Fees are on March 1st. At that time, we will be sending out late letters to all past due owners and request payment immediately. If payment is not made by May, we will move forward with the lien filing process.
d. Once a lien is filed, the dues will need to be paid prior to any sale or refinance.

F) Reports of Committees

a. ACC Update: The ACC web page is a great starting point when you are considering an exterior or structural change project on your lot. The web page offers fillable PDF applications, as well as the Covenants (CCR's) and other project information https://www.dsirealestate.com/condo-hoa/acc/
b. If you are hoping to do projects this spring/summer, please get your applications submitted early. The ACC has up to 30 days to review requests once all materials are received. As the weather continues to get nicer, the number of project submittals increases tremendously.
c. The ACC can be contacted at : acc@dsirealestate.com

G) Unfinished Business

Pet Waste – please clean up after your pets.

H) Adjournment

a. **Note Time of Adjournment; 6:57 pm**

DSI values your feedback! A 5-question survey was sent out via Survey Monkey after the meeting, we would love to hear how we are doing and how we can improve!

DSI REAL ESTATE GROUP, INC.

Woods at Cathedral Point
2024 Homeowner's Association
Financial Report

	Budget	2023 Actual	Difference
Snow Removal	**$11,250.00**	**$8,695.87**	**$2,554.13**
Mowing	**$7,250.00**	**$9,658.54**	**-$2,408.54**
Landscape Maintenance	**$7,250.00**	**$7,490.50**	**-$240.50**
General Maintenance	**$200.00**	**$137.50**	**$62.50**
Utilities	**$0.00**	**$223.72**	**-$223.72**
Liability Insurance	**$1,100.00**	**$1,014.00**	**$86.00**
Reserve	**$7,500.00**	**$7,500.00**	**$0.00**
Misc.			
Annual report Filing		$25.00	
Bank Service Charges		$69.09	
Check Printing		$0.00	
Tax Preparation		$394.00	
Postage		$216.91	
Total	**$750.00**	**$705.00**	**$45.00**
Property Taxes	**$500.00**	**$219.31**	**$0.00**
Management Fee	**$7,207.08**	**$7,207.08**	**$0.00**
ACC Administration Fee	**$4,324.20**	**$4,324.20**	**$0.00**
Legal Fees	**$750.00**	**$0.00**	**$750.00**
Grand Total	**$48,081.28**	**$47,175.72**	**$905.56**

Projected Income	
Dues Income	$47,543.97
Late Fee Income	$402.90
Interest Income	$21.75
Total Projected Income	**$47,946.87**
Expenses	**-$47,175.72**
Net Income	**$771.15**

Balance of General Fund (including 2024 surplus)	**$3,610.85**
Balance of Reserve Fund (including 2024)	**$17,550.00**