

Regularly Scheduled Meeting CDPOA Board of Directors
September 9, 2025 | 2:00 pm – Small Dining Room, CARC

Board Members Present: Jo Gable, Jerdone Davis, Karen McAlister and Nancy Palisin

Board Members Absent: Webb Smathers, Diana Manly and Lois Torlina

Committee Chair Members Present: Anne Snider (Communications Committee)

Others Present: Marion Sieffert (Assistant Secretary)

Call To Order: Jo Gable as Secretary called the meeting to order at 2:00 pm. A quorum was declared based on the number of Board members present.

Approval of Minutes: By motion made and duly seconded, the Board members present unanimously verified prior approval of the minutes of the Board meeting from August 12, 2025.

Treasurer (Jerdone Davis) Report: Jerdone submitted a written Treasurer Report through September 9, 2025, a copy of which is attached hereto as Exhibit A and incorporated herein by reference. By motion made and duly seconded, the Board by unanimous vote of members present accepted and approved the Treasurer Report.

ARC Committee Report: Karen McAlister, Chair: Karen McAlister, Chair: Karen reported that six homeowner applications were received and recommended to the Board for approval as all within permitted guidelines, as follows:

331 Kendra: roof repair from storm and enlargement of the side destroyed using same brick and shingles

10 Birch: extensive inside and outside repair

1011 Keystone: repaint concrete driveway same color

402 Downs Boulevard: repaint exterior same color

3 Little Lane: new front door

505 Downs Loop: new roof and reconstruction of back courtyard

The Board accepted the recommendation of the ARC Committee and by unanimous vote of members present, approved all of the above applications.

Common Properties Committee Report – Nancy Palisin, Chair: Nancy submitted a written report, a copy of which is attached hereto as Exhibit B and incorporated herein by reference. By motion made and duly seconded, the Board by unanimous vote of members present approved the Committee' report and requests contained.

Communications Committee Report – Anne Snider, Chair: Anne submitted a written report, a copy of which is attached hereto as Exhibit C and incorporated herein by reference. Also a reminder of important upcoming dates:

October 14: Board Meeting 2 pm

October 15: information packets need to be distributed for Town Hall Meeting

October 29: Town Hall Meeting 2 pm

November 11: Board Meeting 2 pm

November 18: packages need to be distributed for Annual Meeting

December 2: Annual Meeting 10 am

Social Committee Report: Lois Torlina, Chair: No report

Rental Committee Report – Sandi Waskowski, Chair: Anne Snider presented a verbal report on 7 Little Lane which is only missing a city inspection report (due to be repeated in the spring) and 35 Hickory Way (rental in compliance).

Nominating Committee Report – Kathy McGee, Chair: Kathy reported that her Committee (consisting of Kathy, Alisse Craig and Sharon Miller) has contacted over twenty (20) POA members asking them to serve on the Board beginning January 2026. Four new Board positions are open, which means a slate of five candidates is needed. So far, only three people, including one current Board member, have agreed to be candidates. The Board continues to ask all POA Members to give serious consideration to becoming a Board member and help serve their community and neighbors.

Report from CARC Board Meeting – Anne Snider: 501(c)(3) status for the CARC Foundation has been confirmed.

The meeting was adjourned at 2:50 pm.

Respectfully submitted,
Marion Sieffert
Asst. Secretary

CDPOA TREASURER'S REPORT
September 9, 2025

BANK TOTALS:

As of 08-29-2025, the #5549 account had \$66,512.63.

CINCINNATI INSURANCE Bridge Addition: Thank you to Anne Snider for paying the \$212.00 rider for the bridge while I was gone. This has cleared the bank; so, the bridge is covered.

2025 BUDGET AND EXPENSES:

See spreadsheet attached. As of August 31, 2025, we have \$25,154.64 remaining in the 2025 budget.

Respectfully submitted,
Jerdone Davis
Treasurer, CDPOA
09-09-2025

Attachments

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
1	CDPOA BOARD 2025 BUDGET -- EXPENSES																		
2		2025	January	February	March	April 2025	May 2025	June 2025	July 2025	August	September	October	November	December	Total 2025	Remaining			
3		Budget	2025	2025	2025	Expenses	Expenses	Expenses	Expenses	2025	2025	2025	2025	2025	Expenses	Budget			
4		EXPENSES																	
5		Administrative:																	
6	Insurance	\$3,165.00	\$0.00	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$212.00					\$222.00	\$2,943.00			
7	Attorney	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$0.00	\$2,000.00			
8	Accounting: Bookkeeping & Tax	\$1700.00	\$60.90	\$360.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00					\$1140.90	\$559.10			
9	Copies/Stamps/Other	\$2,000.00	\$96.56	\$0.00	\$0.00	\$453.52	\$36.30	\$167.78	\$36.60	\$43.35					\$834.11	\$1,165.89			
10	Website	\$1,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1420.00	\$0.00					\$1420.00	\$180.00			
11	Social	\$1,166.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36.97	\$0.00	\$0.00					\$36.97	\$1129.03			
12	Total Operating Expense: Administrative	\$11,631.00	\$157.46	\$370.00	\$120.00	\$573.52	\$156.30	\$324.75	\$1576.60	\$375.35					\$3,653.98	\$7,977.02			
13	Property:																		
14	Irrigation Water	\$450.00	\$15.23	\$4.62	\$4.62	\$5.95	\$20.09	\$37.77	\$21.86	\$34.72					\$144.86	\$305.14			
15	Mowing Contract	\$21,000.00	\$1,500.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00					\$14,100.00	\$6,900.00			
16	General Property Maintenance	\$11,100.00	\$0.00	\$0.00	\$106.99	\$50.00	\$0.00	\$75.53	\$895.00	\$0.00					\$1127.52	\$9,972.48			
17	Total Operating Expense: Property	\$32,550.00	\$1,515.23	\$1,804.62	\$1,911.61	\$1,855.95	\$1820.09	\$1913.30	\$2716.86	\$1834.72					\$15,372.38	\$17,177.62			
18	TOTAL OPERATING EXPENSE (TOE)	\$44,181.00	\$1,672.69	\$2,174.62	\$2,031.61	\$2,429.47	\$1,976.39	\$2,238.05	\$4,293.46	\$2,210.07					\$19026.36	\$25,154.64			
19	2024-2025	WOODLAND	WALK	DONATION	AND	INS. PAY							GFM FEE	PAYOUTS					
20	DATES	Sept. 24	Oct. 24	Nov. 24	Dec. 24	Jan. 25	Feb. 25	Mar. 25	25-Apr	25-May	25-Jun	TOTALS					Taxable	Balance with	
21	CDPOwners Income		\$3,875.00	\$450.00	\$280.00	\$100.00	\$1,000.00	\$2,000.00	\$50.00			\$7,755.00					\$7,755.00		
22	Cincinnati Insurance Pay	\$3,282.00										\$3,282.00						\$3,282.00	
23	GoFundMe Income		\$3,536.93									\$3,536.93	\$113.07					\$3,423.86	
24	Mod. Wdmen of Am.				\$1,135.15							\$1,135.15		\$1,135.15	D. Bagwell				
25	Other Donations				\$100.00	\$50.00	\$1,150.00			\$30.00		\$1,330.00						\$1,330.00	
26												\$17,039.08						12,508.86	
27														\$12,000.00	Clemson			\$508.86	\$508.86
28														\$535.00	Ground			\$0.00	(\$26.14)
29														on 8-4-25	\$895.57	Ground			B: \$2,360.29
30				CONTINGENCY:	\$4,418.10				IRS:	\$2,537.39	BAL:	\$1,880.71							

Clemson Downs POA
Common Properties Report
To CDPOA Board - September 9, 2025

Tree Removal

Checked with Mullinax; still on their schedule for removal of tree cluster lying across WW creek.

Gazebo

Gazebo has not had much scheduled use this summer. Trying to locate a serviceberry tree to plant in the open sunny area next to gazebo. Contractor Ryan Smith will coordinate with Anne Snider regarding new location for library box.

Woodland Walk

Prof. Dan Harding contacted chairman Nancy Palisin to let her know he was back from Genoa and would be checking the WW bridge for the floor feathering problem. CPC member Jane Hamilton was able to talk with Dan when he came to inspect the bridge. He does not think the feathering caused by bikes but rather defect in the end of the fiberglass flooring. Will work on an ending cover piece. Also noticed that the metal posts holding up the step railings are filled with water; he will drill holes for water to drain to prevent freezing damage.

Woodland Walk Bridge Insurance

Prorated amount has been paid for increase in bridge and gazebo coverage. Coverage is now confirmed for \$20,000.00 on bridge and \$35,000.00 on gazebo.

Common Property Upkeep

New resident at 10 Birch wants common property grass area between gazebo sidewalk and her property to be taken over by POA. In the past this area has always been mowed by home owner. Ryan and crew have started to mow it.

Have scheduled CPC work session to pick up sticks at triangle beds for Wednesday September 17.

Communications Committee Report for September

- Deadlines for the October *Communicator* are September 27 for submission of items to be included and September 30 for submission to CARC for copying.
- Bulletin Board is currently only updated when I have the time—Walt Castro usually updates the Bulletin Board with any email that is sent to all the POA, but he is in rehab following his heart surgery.
- Not really Communications, but we need to make sure we have all the information for the Town Hall two weeks before the meeting to the information—candidates, budget, any bylaws changes, any ARC changes—can we emailed to residents. Those with no email address will get a hard copy in their flyer boxes.