

October Trustee/Committee Meeting 10/21/25 6-8:05pm

Attendees:

Sharon Woelbling  
Shyla Conrad  
Melissa Huelskamp

- Melissa will put a newsletter together with articles from the board, golf course, and committees. Newsletter will be ready by November 1<sup>st</sup> and will be e-blasted to residents and placed on the website.
- Sharon will include an article with board updates, change in date of the Annual Homeowners meeting (from February month to Tues, 3/10 Trustees – 6pm, Homeowners – 7pm), and assessment/pool pass form mailing reminders.
- Shyla is checking on burn restrictions in the city. She is waiting on a call back from the fire department. The city does not have any specific restrictions.
- David has resigned as golf course trustee representative. Sharon has officially taken his role as golf course liaison trustee.
- Direct reimbursement should be sent directly to Linda at DNI for payment. Regular invoicing should remain through old process – submitting invoice through DNI Lockbox process. The checking and money market account have been moved to DNI. This has been approved by the Trustees.
  
- The board discussed the May Rd. retention pond/remediation.
- Trustees/Board to look at creating a playbook for processes/responsibilities/agenda for meetings, etc. This will include updating existing Bear Creek forms.
- DNI has a portal app where the board can review all of the financials and keep track of the budget. (Instructions on this were sent after the meeting). Trustees will have expenses/available balances available (and be able to better predict upcoming expenses).
- Trustees approved \$3,225 for the Garden Club – 2026 budget.
- Sharon will contact Danielle (Midwest Pools) for water/bathroom winterization at pool, contract details.
- November Trustee meeting will be held at Sharon’s house on Tues, 11/11 6pm – 3401 Sun Bear Ct.
- The board discussed rentals in Bear Creek.