

Wellesley Homeowners Association

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Annual Meeting Minutes

Date: January 22, 2026

Time: 6:10 PM – Adjournment

Location: Collegedale Community Building

I. Call to Order

The Annual Meeting of the Wellesley Homeowners Association ("Association") was called to order at **6:10 PM** by **President Sandra Mansfield**. President Mansfield welcomed the membership and provided instructions regarding meeting procedures, voting, and submission of questions. Each household was reminded that it is entitled to one (1) vote.

Moderator: Cleveland Hobdy (Board of Directors)

II. Roll Call / Establishment of Quorum

The following officers, directors, and invited professionals were present:

Officers:

- Sandra Mansfield – President
- Shane Miller – Treasurer
- Thomas Kramer – Secretary

Board of Directors:

- Cleveland Hobdy
- McKena Jiminez
- Kenardo Curry
- Martha Bobadilla

Absent:

- Chris Post (in absentia)

Also Present:

- Joe Manual – HOA Attorney
- Caleb Carnes – CPA

A quorum was confirmed.

III. Approval of Minutes – 2025 Annual Meeting

Secretary **Thomas Kramer** presented the minutes of the 2025 Annual Meeting.

Motion: To approve the minutes of the 2025 Annual Meeting as presented.

Second: Received from the membership.

Vote: Approved.

IV. President's Report

President **Sandra Mansfield** presented a summary of Association activities and accomplishments for 2025 and outlined priorities and initiatives for 2026, including:

- Phase 4 beautification and cleanup projects
- Common area and pond improvements
- Strengthening homeowner communication
- Continued focus on financial transparency and governance

President Mansfield offered heartfelt thanks to the many volunteers who supported the board and community this year. Special thanks go to Randy Mansfield, Manual Bodadilla, Jensen Hunt and Jim Post. A certificate of Appreciation was presented to the pool care team (Varnell Family) along with a token of appreciation.

Motion: To accept the President's Report as presented.

Second: Received from the membership.

Vote: Approved.

V. Committee Reports

Each committee report was presented in accordance with the published agenda. Following the presentation of each report, a motion and second were received from the membership to approve the report as presented.

A. Secretary's Report – Thomas Kramer

Secretary Kramer provided updates including:

- Pond restoration project status
- Recommendation to begin Phase 4 resident meetings in April to address mailbox changes and area-specific needs

Action Items:

- Schedule Phase 4 meetings beginning April 2026

Motion: To approve the Secretary's Report.

Second: Received.

Vote: Approved.

B. Treasurer's Report – Shane Miller

Treasurer **Shane Miller**, with CPA **Caleb Carnes**, presented the 2026 financial statements and proposed budget, noting:

- Increased revenue and a net asset increase of approximately \$31,500
- Allocation for new lawn care and landscaping vendors
- Programming expenses and pond beautification funding

Action Items:

- Finalize vendor negotiations and budget allocations

Motion: To approve the Treasurer's Report.

Second: Received.

Vote: Approved.

C. Bids and Planning Committee – Thomas Kramer

- Mr. Kramer reported on:
- Ongoing evaluation of bids for Phase 4 cleanup and landscaping
- Plans to hold a Phase 4 resident meeting to identify priority areas

Action Items:

- Evaluate and select vendors for Phase 4 projects
- Conduct Phase 4 resident planning meeting

Motion: To approve the Bids and Planning Committee Report.

Second: Received.

Vote: Approved.

D. Pools and Landscape Committee – Chris Post (Presented by Sandra Mansfield)

President Mansfield presented the report on behalf of **Chris Post**, highlighting:

- Pool maintenance planning and advance inspections
- Review of pool plaques and safety measures
- Landscape standards and improvement planning

Action Items:

- Inspect and update pool plaques prior to opening
- Confirm maintenance schedule

Motion: To approve the Pools and Landscape Committee Report.

Second: Received.

Vote: Approved.

E. Communications Committee – Mckena Jimenez

Ms. Jimenez reported on:

- HOA newsletters and portal communications
- Plans for surveys on newsletter content
- Creation of a garage sale portal page
- Development of a neighborhood-owned business directory

The certificate for the Christmas lights contest was presented to: Julie and Ben Campbell - 4394 Wellesley.

Action Items:

- Distribute community surveys

- Launch garage sale portal page
- Expand and refresh HOA portal use
- Deliver welcome packet to new residents

Motion: To approve the Communications Committee Report.

Second: Received.

Vote: Approved.

F. Community Outreach Committee – Martha Bobadilla

Ms. Bobadilla presented a review of 2025 activities and plans for 2026, including:

- Expanded pool gatherings
- Christmas hot chocolate and Santa event
- Exploration of a neighborhood marketplace or trunk sale option

Action Items:

- Send resident survey regarding trunk sale option
- Plan and execute 2026 community events

Motion: To approve the Community Outreach Committee Report.

Second: Received.

Vote: Approved.

G. Codes and Compliance Committee – Kenardo Curry

Mr. Curry provided updates on:

- Covenant enforcement and interpretations
- Short-term rental concerns
- Fence, parking, and compliance issues
- Education for new homeowners during onboarding

Action Items:

- Support community discussions on covenant interpretation
- Provide compliance education to new homeowners
- Interview and fill vacant Codes and Compliance position

Motion: To approve the Codes and Compliance Committee Report.

Second: Received.

Vote: Approved.

VI. Recess

A brief recess was taken for refreshments. The meeting reconvened at **7:10 PM**.

VII. Proposed Amendments to Restrictive Covenants

Five (5) proposed amendments were reviewed and discussed, including extensive discussion regarding short-term rentals. The voting process and supermajority requirements were explained. The general community was afforded an opportunity to present their concerns, receive explanation

Action Items:

- Eligible homeowners to submit ballots/proxies
- Board to collect and count votes, including those submitted up to one week following the meeting.

VIII. Election of Board Members

The Board announced the process to fill the open Codes and Compliance Director position and impending Treasurer office. Ballots were collected by the Secretary to be counted. An announcement was made indicating that voting would conclude on 1/29/26. Neighbors not present would be allowed to submit their ballots on line.

X. General Discussion

General discussion included:

- Community standards
- Landscaping improvements
- Portal participation and homeowner engagement

XI. Adjournment

There being no further business, a motion was made to adjourn.

Motion: To adjourn the meeting.

Second: Received.

Vote: Approved.

The meeting was adjourned until the next Annual Meeting scheduled for **January 2027**.

Submitted by:

Thomas Kramer

Secretary, Wellesley Homeowners Association

Wellesley Homeowners Association

Annual Meeting Minutes

The Annual Meeting of the Wellesley Homeowners Association (the “Association”) was held on **January 22, 2026**, via Zoom. The meeting was called to order at **6:10 PM** by **President Sandra Mansfield**.

President Mansfield welcomed the homeowners in attendance and reviewed the procedures for the meeting, including instructions for submitting questions, participating in discussion, and voting. Homeowners were reminded that each household is entitled to one (1) vote. **Cleveland Hobdy**, Member of the Board of Directors, served as moderator for the meeting.

Present at the meeting were the following officers and directors: **Sandra Mansfield, President; Shane Miller, Treasurer; Thomas Kramer, Secretary; and Board Members Cleveland Hobdy, McKena Jiminez, Kenardo Curry, and Martha Bobadilla. Chris Post** was absent. Also present were **Joe Manual, Association Attorney**, and **Caleb Carnes, CPA**. A quorum was confirmed.

The first order of business was the approval of the minutes from the **2025 Annual Meeting**. Secretary **Thomas Kramer** presented the minutes. Upon motion duly made and seconded by the membership, the minutes of the 2025 Annual Meeting were approved as presented.

President **Sandra Mansfield** then delivered the President’s Report, highlighting key accomplishments from 2025 and outlining goals and initiatives for 2026. These included Phase 4 beautification and cleanup projects, common area and pond improvements, enhanced communication with homeowners, and continued emphasis on transparency and fiscal responsibility. President Mansfield offered heartfelt thanks to the many volunteers who supported the board and community this year. Special thanks go to Randy Mansfield, Manual Bodadilla, Jensen Hunt and Jim Post. A special certificate was presented to the pool care team (Varnell Family) along with a token of appreciation. A motion was made, seconded, and approved by the membership to accept the President’s Report.

The meeting then proceeded with committee reports as outlined on the agenda.

Secretary **Thomas Kramer** presented the Secretary’s Report, providing updates on the pond restoration project and recommending that Phase 4 meetings begin in April 2026 to address mailbox beautification and specific neighborhood needs. As an action item, the Board agreed to schedule Phase 4 resident meetings beginning in April. Upon motion and second, the Secretary’s Report was approved.

Treasurer **Shane Miller**, with assistance from CPA **Caleb Carnes**, presented the Treasurer’s Report and reviewed the proposed **2026 budget**. Mr. Miller reported increased revenues and a net increase in Association assets of approximately \$31,500. He discussed planned

expenditures, including new lawn care and landscaping vendors, programming expenses, and pond beautification. The budget allows for continued tracking of projects without additional funding. As an action item, vendor negotiations and final budget allocations will be completed. The proposed **2026 Budget and Dues** were then formally presented by Treasurer **Shane Miller** and CPA **Caleb Carnes**. After discussion, a motion was made, seconded, and approved to adopt the 2026 Budget and Dues and the treasurers report as presented.

Mr. Kramer next presented the **Bids and Planning Committee Report**, noting that bids were being evaluated for Phase 4 cleanup and landscaping projects. He also reported plans to hold a Phase 4 resident meeting to identify priority areas. Action items include evaluating and selecting vendors and conducting a Phase 4 planning meeting. The report was approved following a motion and second.

President Mansfield presented the **Pools and Landscape Committee Report** on behalf of **Chris Post**, who was absent. The report included discussion of pool maintenance planning, advance inspections, review of pool plaques, safety measures, and landscaping standards. Action items include inspecting and updating pool plaques prior to opening and confirming maintenance schedules. Upon motion and second, the report was approved.

McKena Jimenez then presented the **Communications Committee Report**, outlining her work managing newsletters, the HOA portal, and other communications. She discussed plans for community surveys regarding newsletter content, creation of a garage sale page on the portal, expansion of portal usage, and development of a neighborhood-owned business directory. Action items include distributing surveys, launching the garage sale portal page, expanding portal usage, and delivering welcome packets to new residents. The report was approved following a motion and second.

Martha Bobadilla presented the **Community Outreach Committee Report**, reviewing 2025 activities and outlining plans for 2026, including expanded pool gatherings, a Christmas hot chocolate and Santa event, and exploration of a neighborhood marketplace or trunk sale option. Action items include sending a resident survey regarding the trunk sale option and planning and executing 2026 community events. Upon motion and second, the report was approved.

Kenardo Curry presented the **Codes and Compliance Committee Report**, addressing covenant enforcement activities, interpretation issues, short-term rental concerns, and compliance matters related to fencing and parking. He also emphasized the importance of educating new homeowners during the onboarding process. Action items include supporting community discussions on covenant interpretation, providing homeowner education, and interviewing and filling the vacant Codes and Compliance position. The report was approved following a motion and second.

A brief recess was taken for refreshments, and the meeting reconvened at **7:10 PM**.

The meeting then moved to consideration of **five proposed amendments to the restrictive covenants**. Extensive discussion took place, including debate regarding short-term rentals and

their potential impact on the community. The voting process and the requirement for an 80% supermajority were explained. Action items include homeowners submitting ballots and proxies and the Board collecting and counting votes, including those submitted up to one week following the meeting.

The Board next addressed the **election to fill the open Codes and Compliance Director position**. It was announced that the election would be conducted at the conclusion of the meeting.

General discussion followed, during which homeowners and Board members discussed community standards, landscaping improvements, and the importance of homeowner engagement and participation in the HOA portal.

There being no further business, a motion was made, seconded, and unanimously approved to adjourn the meeting. The meeting was adjourned, with the next Annual Meeting scheduled for **January 2027**.

Respectfully submitted,

Thomas Kramer

Secretary

Wellesleys Homeowners Association