

Freedom Hill Cooperative, Inc

~~DRAFT Board Reviewed Dec 18, 2025~~

December 11, 2025

Accepted into record as presented January 8, 2026

Board of Directors Monthly Meeting

Call to order at 6:30pm

Salute to the Flag

FHC only authorized recording

The Code of Conduct will be in effect

Board Members in attendance: Helen Bridges-Hamlin, Joseph Keuenhoff, Cher Keuenhoff, Katrina Riel, Annette Kowalczyk, James Stewart, Mat Moses, Anita Wise (Marlene Martell excuse absent)

Residents: Richard Audet, Remy Clouiter, Larry Tasker, Donna Halle

Summary

- *Acceptance of Nov. 13, 2025, FHC Bod Monthly Minutes
- *Treasurer: Acceptance of October 2025 Finance with Trending Report
- *Introduction on Policy and Procedures
- *CIP: Follow-up
- *Diesel Tank Insurance
- *Census Update
- *Discard of tires on FHC Property
- *Well house issue, no water, controller issue

Secretary Report: Helen Bridges-Hamlin. November 13, 2025, has been reviewed and accepted by the board, December 4, 2025. I am asking those minutes accepted into record as presented. Joseph Keuenhoff made a motion to accept the minutes into record as presented, second by Anita Wise. All in favor. Aye. Any discussion, no. Any oppose, abstain, no. Motion has been passed.

Treasurers' Report: Katrina Riel. Finance Committee Meeting, none, see November 13, 2025, Minutes. Seeing that last month there was no negative feedback on the trending report, I am going to continue. The Financials from October 2025 trending report are and attached as well.

\$ 647,680.31	Cash Operating
\$145,594.22	Cash Reserve Total
\$ 44,246.06	Cash RE. (Real Estate) Taxes Escrow
\$ 24,774.30	Rent "Accounts" Receivable
(3,900.65)	Accounts Payable
\$ 9,248.42	Escrow Funding-debt to account
\$ 4,909.15	Capital Reserve Funding-debit to account
None	Capital Reserve Withdrawal-credit to account (none taker)
\$ 74,728.32	Total Income
(42,163.31)	Total Expenses
\$ 32,565.01	Operating net income...
None	Capital Improvements (none)

This information is on the October 2025 Trending Report. As stated, in November 13, 2025, monthly meeting, October 1, 2025, starts our 2025-2026 budget, Are there any questions? None. I am asking to have the treasurers' Financial Report as presented to be accepted into record. Motion to accept Treasurers Report as presented by Anita Wise, second by Helen Bridges-Hamlin. All in favor, Aye. Any discussion, oppose or abstain, no. Motion passed.

Maintenance Report: Joseph Keuenhoff

1. Mounted plows on both trucks
2. Picked up new cutting edges for plows
3. Continued picking up leaves and brush
4. Checked septic odor at 103 Redwood. Had Wind River come and send camera up pipe from tank to house and found no problems. Suggested to have drainage vent checked by plumber. Homeowners are responsible.
5. Worked with United Tree Service grinding nine large stumps. We cleaned up the area.
6. Snow plowing and sanding.
7. Removed broken sander from Ford. Put sander on the Chevy
8. Repaired conveyor and spinner on broken sander and put back on truck.
9. Ordered new switch for the electric chain fall.
10. Worked with Helen at the mail house.
11. Aquamen have completed repair work in the pump house. New control heads on all filter tanks and replaced all the old schedule 40 pvc piping from entry point to filter tanks.
12. Diesel fuel is now at \$0.55 cents over dealer cost. We pay \$3.35 for the first delivery, saving approximately \$0.66 cents a gallon.
13. Had problem at well house with new controller. Aquamen came and repaired under warranty. When circuit board was installed, it was not locked into place properly and vibrated out, causing the well pumps to stay off because system was stuck in backwash for the filtration system.
14. Replaced two curb stops that we could not find earlier in the season. (Aquamen).

New Reports: CIP: Cher Keuenhoff: We finally got the computers to talk together. Annette and I work with four different computers, got them all loaded into one. We transferred as much stuff as we could.

Vice President: Annette Kowalczyk. The only thing I am going to add is that Cher 's going to be sending over all the photos that we took of all the roads and I am going to get those from Bonnie as well and get them on to the computer as well working on the spreadsheet in regards to how old all the septic systems are. so that we can have a better understanding of the exposures as to the length and the viability of when they may or may not need to be replaced and that to give us the CIP committee a better idea of what's coming up.

President: Anita Wise (Old and New Business)

Old Business:

1. Census- received all but 14 and we will be making personal phone calls to those and will have his completed by January's meeting. Anyone that is waiting for responses will be notified.
2. Policy and Procedures: The BOD has been working on these, have been reviewed and approved by the Attorney. On the back of these are the signatures of the board members present when these were done.

These are being passed around for review and signatures by the board, listed below.

- * Board Policy
- * Duties of all Cooperative Directors
- * Conflict of Interest Policy
- * Conflict of Interest Disclosure
- * Finance Committee
- * Policy and Procedures Acknowledgement Form

- 2.1 For all you out there in membership that I do not know, there may be a board policy binder kicking around that we cannot find so anything that comes up the past these will override within the past. We are starting a new board policy binder, and it will be coming to effect, and it will be under control so this will not happen again.
- 2.2 Filling the speed bumps holes was mentioned last month, that is something we'll look into. If that is a project that we want to take, we are also going to need volunteers. We cannot just stretch the few volunteers we have into more projects unless it is outrageously mandatory.
- 2.3 Anita, I make a motion as stated in Old Business #2 that the Policy and Procedures be accepted with the acknowledgement that the Finance Committee policy and procedure acknowledgement, we will make one correction of adding that the confidentiality goes beyond just being on the board, it is a forever acknowledgement. Second by Joe Keuenhoff. All in favor, Aye. Discussion, none. Any oppose, abstain, none. Motion past.

New Business:

1. Insurance Policy for Diesel Tank. (See Business conducted outside of meeting.
2. Rules Inspection completed November 23rd. Violations letters will be going out as soon as possible. The violation will include spring and all but listed as only one violation as none was sent out for the spring.
3. We are placing flyers on cars that are non-compliant with the winter ban.
4. Tires dumped in the woods. We have to pay for those being disposed. Just remember if you have something that needs to be disposed, you should be taking it to the dump. If the park has to do this, you will eventually be paying for it in your park rent.
5. Joe is using log sheets for the fuel storage and there is a lock device on it, so no one can just pump diesel fuel into their own vehicles.

Business conducted outside of meeting.

1. We decided to put insurance coverage on the diesel tank. We met with our new insurance broker, Randy MacArchur. The insurance coverage premium is \$350 a year. This was voted on, all was in agreement, except Annette Kowalczyk who abstained from voting on that because of the conflict of interest.

Open Forum: Q/A

- Q. Richard Audet: The issue on the tires, are those tires recently done. Yes, to that question and more discussion on the tire issue, concerning serial numbers, make, size, cannot connect to ownership, there are also ten tires.
- Q2. Donna Halle: Just checking on the flowers at the mail house, I dropped off a receipt, am I going to get paid for that? Anita responded, the receipt was sent in you should have received a check for it. I will look into this, thank you for bringing it to our attention

Anita asking for any more comments, no, Anita asked for a motion to Adjourn, Annette made the motion, seconded by Helen at 7:26pm.

Respectfully Submitted by Helen Bridges-Hamlin FHC Secretary.

