

November 13, 2025

Board of Directors Monthly Meeting

Call to order at 6:23pm

Salute to the Flag

FHC only authorized recording

The Code of Conduct will be in effect

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

Residents: Donna Halle, Angella Sears, Linda Stansfield, Larry Tasker, Richard Audet, Jeffrey & Diane Miller, Remy Clouiter, Kerry Schmidt & Steve Peters.

Guest: Johanna Beachy, ROC-NH

Secretary Report: Helen Bridges-Hamlin. The Board of Directors have reviewed October 9, 2025, monthly minutes and approved them on October 16, 2025. I am asking to have those minutes accepted into record as presented. Joeseeph Keuenhoff made a motion to accept minutes as presented, second by Cher Keuenhoff. Motion has been made to accept and seconded, all in favor, Aye. Any discussions, any oppose, any abstain, no. Motion has been passed.

Treasurers' Report: Katrina Riel. Katrina's introduction stating this is her very first report as her role of Treasurer while balancing her personal and work life. Katrina is asking for patience and understanding until I find my groove. Last month I went to a ROC Essentials class with a few other board members . Within a packet that was given to us, a trend spreadsheet was shared.

- \$453,398.48 – cash reserve
- \$35,000.64 – Cash RE(real estate tases escrowed)
- \$28,117.35 – Rent (accounts receivable) This month people are up-to-date
- 1,462.14 – accounts payable
- 9,248.42 – Tax escrow funding(debit to account)
- 4,910.01 – Capital reserve funding
- No reserve taken from accounts
- 73,361.88 – Total income
- 55,511.27 – Total expenses
- \$10,784.35 – Operating net income
- No capital improvements
- 148 homes occupied
- 1 home for sale

This information is on the September 30, 2025 trending report. This is the year end information for September 30, 2025. The information has come from the Freedom Hill Cooperative Trend Report 2025*. Katrina will be preparing on for each month so we can see easily the trending of our budget and money. October 1, 2025 starts our 2025-2026 budget.

*See attached yearly trending report reported monthly.

There is one announcement that the finance committee will be postponed until the Board finalizes all committee appointment procedures. Once those have been finalized, we will resume monthly meetings. Motion to accept September 2025 Financial Statement by Cher Keuenhoff, second by Mat Moses. All in favor, Aye. Any discussions, oppose, abstain, no. Motion carried

Maintenance Report: Joseph Keuenhoff

1. Fidium has completed installation at the well house. Mail house is scheduled for late November. Once the mail house is done, we will be able to monitor everything from here (the maintenance shed/office).
2. Worked with united Tree cutting down several trees.
3. Retrieved all the keys from board members and stamped them with numbers and reissued them. This will keep better track of keys issued.
4. We will be getting information together to add streetlights to intersections.
5. Repaired a few pieces of equipment in preparation for the coming snow season.
6. Mounted one sander on truck, and we will be getting the plows on soon.
7. The usual picking up leaves and brush.
8. Well house project is also most complete.
9. Received a storage area permit application for putting in a trailer.
10. We now have the 400-gallon diesel fuel tank behind the solid shed. We plumbed the tank and built a shelter over it. They just got to set the account, and we can get fuel from here instead of going down and spending four dollars a gallon.

Note: Anita commented she got a call from Judy Stickey commenting on the amount of time and work that maintenance does. She says, "I do not believe that people realize how much the three of you do and how much money you are saving the park. Thank you.

New Report CIP Cher Keuenhoff: We had a brief meeting introducing Katrina, our Treasurer, to CIP, and all the questions I am going to be asking her and the information that we are going to need. We have turned over all the inventory records to the board of directors. This will be the maintenance department's responsibility to keep them updated. All the other documents that we have are slowly going to be sending to the board. I have tons of photographs and documents that I am going to be forwarding.

We are ready to turn over the inventory records to the board of directors.

Vice President: Annette Kowalczyk. I have been (actually, we the board) has been busy working on some policies and procedures, duties of cooperative directors, a conflict-of-interest policy, conflict of interest disclosure as well as finance committee policy and procedures and policy and procedures acknowledgement forms. So, these are going to go to

legal to be reviewed and once they come back, the board will be voting them into record - updated procedures, policies and processes for the cooperative moving forward.

Anita commented: We will have a good start on the Policies & Procedures for the Committees.

President: Old and New Business: Anita Wise:

Old Business:

1. Violation letters on Census went out October 10, 2025
2. Diane Bokum responded to the letter sent and is waiting for spring to do repairs.
3. Second set of violations letters on census went out October 31, 2025, we did attach the rule violation policy.
4. Fall Rule inspection will be going out November 15, 2025, Saturday. The first inspection will be done by Joseph Keuenhoff and Helen Bridges-Hamlin, Board members. The second follow-up inspection will be Perry Wise (member) and Mat Moses (Board).

New Business:

1. Road harassment was reported and handled
2. Aquamen's winter prep notice was posted at the mail house.
3. The winter parking ban has been posted and starts on December 1, 2025. The ban is the same as that was posted in 2022. **The ban says there is no parking on the road in the winter. If your car or visitor's cars are on the road during a storm – that car will be towed at the owner's expense.**

Business conducted outside of meeting request.

1. Tree issue for 183 Redwood, 248 Redwood, 252 Redwood. Vote by the board, funds were budgeted and voted for \$5,450. The bill came in with an additional charge of \$550 to take down two dead white birch, two dead black cherry and a red oak. He only charged an extra \$550 for five trees that's because the maintenance guys do the clean-up – United Tree only has to drop the trees. The Volunteer maintenance group cleans up logs, limbs & brush!!! Huge money saver for us!!!!. The total cost was \$6,000 per invoice #1764.
2. Insurance issue. The board voted to contact the insurance agency. The insurance agency recommended they pay the claim. It was a no-fault claim.

Note: Any questions, no questions we will go into open forum.

Open Forum

Q 1. Jeff Miller brought up he did not have a rule violation as the letter he received indicated.

A 1. Rules: Section 3 Tennant responsibilities – the tenant is responsible for # 8. Properly submitting all census forms and changes to occupancy & vehicles. (see section 4)

3. Section 4 – 2a – Owner of record will report all occupants on a census form that is provided Annually with the Annual membership meeting packet. If any changes take place during the year the homeowner must provide a new census form to the board of directors with all required documents withing 15 calendar days of the event.

Section 4 – 2b Any vehicle change must be reported withing 20 days of purchase.

Answer: The intent of the original rules was that when a new census was sent in the annual packet it would be returned at the annual meeting to comply with Rules Section 3 rule 8 and Section 4 – 2a.

As you stated the rules do not specify in black and white a date that a census must be returned yearly. While we are updating and clarifying the rules we will specifically state a required return yearly census and date of return. We also will be very specific in wording so no one will have to interpret the intent of any of the rules, policies and procedures.

Your letter will be responded to.

Question: Jeff Miller – what does how may occupants in my house have to do with the budget?

Answer: Joe – this year is we need current & correct information for our aging septic systems. We are looking to care for our szeptics (adult/children), water supply. We are looking for bids and chang in how pumping is doe to save us money. Without this information we have no valid information to provide to our vendors for contractual bids.

Question: Diane Miller – The speed bumps leave holes in the road for water to get in and damage the roads. She asked what we can do to keep that from happening.

Answer: Yes, it does create some damage, it the worst of two evils, a crack or slowing people down. The same hole is used each year. We will take it under advisement to fill the holes when the speed bumps are taken up. We need the speed bumps for the safety of the park. We will look into filling the holes when they are taken up. It is a project that will also require more volunteers and time. Any volunteers???

Question: Linda Stanfield – Wood – logs that have been taken down and piled in the field by the shed, would I be able to get a couple?

Answer: Most definitely - We have had a wood cutting party – anyone that would like to join us for wood cutting party it is available to any Members within the park. Watch for signs in the mail house for days scheduled for wood cutting parties. If you can't physically help with the wood cutting & stacking. Preparing coffee or snacks for the workers.

Comment Linda : I appreciate you all for being so professional and you are working on thinks that have gone on for years that have not been taken care of. So I want to tell you we do appreciate it. We all thank you!

Anita – This is nice to hear – we are trying thank you!

Johanna Beachy – Roc NH – Trainer & Coach - I have shared the flyers for Roc NH free training for ALL Members of the Cooperative - They will be posted in the Mail House, you can scan the flyer with you phone to register.

NOTE: Question regarding the Fire Ban may be lifted in the park. The ban will be lifted within the park when the majority of leaves are picked up. Leaves light and spread way to easily. Fire permits must be renewed January 1st of each year, you must get a permit from the Board and one from the Loudon Fire department.

Anita asked for a motion to close the meeting

The motion was made and seconded to close the open meeting at 7:28PM

The Board of Directors went into Executive Session

The Board of Directors came out of Executive Session and no voting taken

Motion to Adjourn by Anita Seconded by Annette at 8:27PM

Meeting Adjourned

Submitted by Helen Bridges – Hamlin Secretary

Freedom Hill Cooperative Trend Report 2025

	January	February	March	April	May	June	July	August	September	October	November	December
From Balance Sheet												
A - Cash Operating								\$218,515.90	\$216,339.80			
B - Cash Reserve Total								\$448,488.47	\$453,398.48			
C - Cash -R.E. Taxes Escrow								\$25,752.22	\$35,000.64			
D - Rent *Accounts* Receivable								\$22,759.40	\$28,117.35			
E - Accounts Payable								\$3,947.00	\$1,462.14			
E Tax Escrow Funding (debit to account)								\$9,248.42	\$9,248.42			
F - Capital Reserve Funding (debit to account)								\$4,904.95	\$4,910.01			
H - Capital Reserve Withdrawal (credit to the account)								\$0.00	\$0.00			
I - Total Income								\$75,118.81	\$73,361.88			
J - Total Expenses								\$66,622.83	\$55,511.27			
K - Operating Net Income (surplus or deficit?)								\$9,033.73	\$10,784.35			
From Budget Comparison												
Explain Operating Deficit								n/a	n/a			
Explain why escrow not transferred								n/a	n/a			
Explain Capital improvement - expenditures								n/a	n/a			
Occupied Homes:								148	148			
Vacant Homes:									0			
Vacant Lots:								n/a	n/a			
# of homes for sale - Estimate									1			
Pending Applications:									0			