

**SIENA ESTATES POA**  
**MINUTES OF MEETING OF THE BOARD**  
**September 4, 2025**  
**9:00 AM**

Present at Meeting: Charlie Schmidt, President; Shayla Guevel, Treasurer; Cyndi DeWitt, Secretary; Sean Taylor, Scott Pederson

A meeting of the Board of Siena Estates POA was called to order on September 4, 2025, at 9:00 PM by Charlie Schmidt.

**I. Approval of Previous Minutes**

The Minutes of the previous Meeting of the POA Board on April 10, 2025, were reviewed. Motion was made, seconded and approved.

**II. Consideration of Open Issues**

**1. October Annual Meeting and Election of Directors**

It was discussed that we need 35 Owners for a quorum (40%) for our Annual Meeting on October 7, 2025, at 4:00 PM at the Rec Plex. This year we have one (1) open Board position to fill. Charlie will prepare his President's Report; Shayla will prepare her Treasurer's Report; and I will prepare my Secretary's Report. I will send out a first letter on September 7, 2025, with the Annual Meeting Agenda, the Minutes of the 2024 Annual Meeting, a Candidate Nomination Form and a Limited Proxy form.

**2. 2026 Budget and Annual Assessment**

We discussed our Proposed 2026 Budget, current Profit & Loss Statement and Current Balance Sheet. Owner dues will remain the same as last year, \$1,950 for Owners of Single Houses and \$1,400 for Owners of Duplexes.

I will send out a second letter on September 15, 2025, with the 2025 Budget, Proposed 2026 Budget, current Profit & Loss Statement and current Balance Sheet.

**3. Special Well Assessment**

A Special Assessment will need to be placed to recover our costs associated with the breakdown of our Well. We will not be filing a claim to insurance because our POA insurance policy only covers Liability and Buildings, which are the three buildings at the entrance. To cover any claims on the well/pump, the POA would have to have

an Equipment Policy that specifically lists all the equipment.

The Special Well Assessment includes the well pump and motor, 18 pieces of well pipe, electrical wire and labor for a total of \$21,171.96. Also included are electrical breakers and electrical irrigation panel and labor for a total of \$1,728.86. The total for the Well Assessment is \$22,900.82. This breaks down to \$266.29 for each Owner.

Shayla will send out invoices for this assessment. Payment can be made through Quickbooks or by check. There will be 30 days to pay, and the payments will be due by October 8, 2025.

Motion to Adjourn was made, seconded and approved.

Respectfully submitted,  
**Cyndi DeWitt**  
Siena Estates POA Board  
Secretary