

**TOWN HOMES AT LUDLOW BAY ASSOCIATION
BOARD MEETING MINUTES 5/13/25 10AM**

1. The meeting was called to order at 1000 by President John Witte.
There was a quorum with Norman Ingram, Treasurer, Rose Lincoln, Landscape and Lewis Hale, Secretary, all present.
2. The agenda was reviewed and approved as presented.
3. The board minutes from the 3/20/25 board meeting were approved by unanimous vote
4. Reports
 - a. Finance
 - i. Cash available is \$8,092 at Kitsap Bank and \$79,421 in a combination of very short-term CD's (1-3 months) and money market accounts at Schwab.
 - ii. With the budget designed to produce a loss we should have little if any tax applicable to our interest income.
 - iii. Still waiting for the invoice from Imperial for the work they did last year.
 - iv. The 2025/26 Budget was ratified without objection
 - v. We are still working to have the audit waiver approved (5 short)
 - b. Website
 - i. The software the website was built with has moved to a subscription mode. We are the only website that has not moved to a newer platform so if we have to pay the annual subscription just for our site it becomes expensive. It benefits us to not switch for next year. For 2026/27 we will pay \$440/year for the website and postings. There will also be a one time \$300 conversion fee. With the conversion we can update the formatting of the site and make it more user friendly/intuitive, and it offers the possibility of doing our own postings.
 - c. Landscaping.
 - i. The front gardens "look amazing". Yard Dogs did a nice job.

- ii. An owner has noted that the gravel on the beach paths needs to be replenished. The view of the board members who have inspected is that they could be raked and be good for another year. This is a master decision/expense estimated to cost \$7,000. Rose will mention at the master meeting next week. It was noted that there is also a lot of master fence work/expense this summer.

d. Maintenance

- i. The annual back flow testing has been completed
- ii. Summer projects will be to complete the work on the fences, focused on the master fences.

e. Master

- i. Shoreline is still looking good.
- ii. Burner Point the contractor has declined to do the work and at the same time it is demonstrably failing.

5. Old Business

- a. Spring exterior inspection. Most owners are very cooperative but there are three owners who did nothing to address deficiencies last year. One has reached out for help finding a contractor and two are ignoring. We will be writing to these owners and helping the one who asked for help to find a contractor. This will also be on the agenda for the annual meeting.
- b. The maintenance on the courtyard gate at 34/36 was discussed. Lewis will work with our attorney and the master on this.
- c. Annual meeting planning. The date was confirmed as Sat July 12 at 2pm at the beach club. Same setup as last year. Lewis will confirm with owners.
- d. Updated enforcement rule, previously approved by email, was ratified by unanimous vote.

6. New Business

- a. See website discussion 4b above.

7. Next meeting will be June 10 at 2pm

Meeting adjourned at 1100 am.

Lewis Hale, Secretary