

Battlefield Estates HOA Board Meeting Minutes

Date: February 19, 2026

Meeting Called to Order: Roll call completed.

BEHOA Board Attendance

- Frank Newman — Present
- Arlene Wilson — Present
- Addie Henry — Present
- Don Nunamaker — Present
- Ken Lee — Present
- Beth Vincent — Absent (notified board)
- Faye Gabbard — Arrived later
- Fran Watson and Robert Tait unable to attend

Meeting was recorded due to the secretary's absence.

Treasurer's Report

BEHOA Account Balances

- Checking: **\$12,847.79**
- Savings: **\$15,737.74**

Recent Expenses

- Electric (streetlights): **\$623.46**
- Tax preparation (Jaynes & Jaynes): **\$300**
- Printed materials (damaged street sign replacement) Previously approved and paid

Upcoming/Expected Expenses

- State Farm Directors & Officers insurance renewal
- 2025 tax preparation and annual report filing

Board confirmed no additional recent expenditures.

President's Report - Mail & Administrative Updates

- Mail log established to track incoming mail from PO Box and correspondence.
- Received:
 - State Farm renewal letter
 - 1099 from Whittaker Bank
 - KU bills

State Farm D&O liability Insurance Renewal

Motion: Renewal of annual Directors & Officers liability policy with State Farm.

- Consensus that BEHOA and board officers should remain protected.

Decision: Motion approved to renew D&O liability Insurance. Motion made by Addie Henry and second by Ken Lee

- Payment by check authorized (approx. **\$1,300–\$1,400** range).
- Board agreed discussion would occur if amount exceeds expected estimated cost.

Board Election & Governance Discussion

- A significant portion of the meeting focused on homeowner concerns regarding: Questions by Arlene Wilson from unnamed homeowner(s) about board member selection, including eligibility and election procedures.
- Overall Questions and concerns about BEHOA annual election process
- Parliamentary role(s) for the BEHOA
- Lack of written ballots
- Communication with homeowners

Key points - discussions and explanations

- Board explained elections were held by acclamation due to lack of additional candidates.
- Ballots are only used when more candidates than positions exist. (For example, if only one party running for each office – no need for a written ballot)
- Nominating committee contacted multiple homeowners; declined participation.
- Some homeowners reported feel excluded due to:
 - Limited access to meeting minutes
 - Lack of awareness of meeting dates
 - Reliance on website and online postings

Outcome

- No formal action taken. No specific individual names provided for further contact.
- BEHOA Board agreement that improved communication and transparency should be considered moving forward. Noting that homeowners are always welcome to ask any board members or officers about meetings and are always welcome to attend meetings.

BEHOA Tax Preparation & Annual Report

- Board discussed having Jaynes & Jaynes, CPA firm handle both:

Annual tax filings for BEHOA and annual state report for BEHOA

Action Item

BEHOA Board agrees Arlene Wilson, treasurer to contact CPA regarding required documents and pricing.

Banking / Certificate of Deposit

- Board opened new CD account with Park Community Credit Union.

Approved Actions

- BEHOA Board confirms previous BEHOA approval to deposit:
 - **\$10,000 CD**
 - **\$5.00 savings account** (Saving account purchase required for membership)
- Two signatures required for transactions.
- Checks signed during meeting.

Signs & Property Maintenance

- Motion approved to replace damaged street sign (**approx. \$55**).
- Motion made by Arlene Wilson, second by Don Nunamaker.
- Don Nunamaker and Ken Lee will inspect additional signs needing repair.
- Madison County may be able to assist with installation of street signs.

Meeting Location & Communication Improvements

Discussion on improving homeowner engagement and encourage meeting participation.

Proposed Changes

- Consider holding BEHOA board meetings at the Madison County library instead of private homes.
- Potential benefits:
 - More neutral/public setting
 - Increased attendance opportunities
 - Easier logistics with more space for attendees

Communication Ideas

- Post meeting dates and agendas on website.
- Add Facebook reminders.

- Establish more predictable meeting schedule.

Action Item

- Addie to contact Madison County library regarding room availability.

General Administrative Notes

- Board discussed sending reminder letters for unpaid dues if needed.
- Spring semi-annual meeting location still under consideration.

Meeting Adjournment

Motion made and meeting concluded.

BEHOA Board Meeting Summary

- Financials reviewed; accounts stable with minimal recent expenses.
- State Farm insurance renewal approved.
- Lengthy discussion about election transparency and homeowner communication — no formal changes, but board agreed communications can improve.
- New CD account funded with \$10,000, \$5.00 for Credit Union savings account.
- Replacement for damaged street sign approved, \$55.00.
- Board exploring library as future meeting location to increase accessibility.