

**Tiara at the Abbey Monthly Trustee Meeting Minutes – November meeting held
December 3, 2025**

Teams Meeting – 6:00 – 7:30 PM

Attendees: Doug Groom, Mike Ried, Paula Beier

Not in Attendance: John Ingram

Resigned: Larry Womack tendered resignation effective 12/2/2025

1. **Approval of October Meeting Minutes** – October meeting minutes were approved and posted to the HOA site prior to meeting.
 - a. John requested we change day of week for meeting due to a conflict. Meetings will move to third Thursday of month (next meeting 12/18/25).

2. **2025 Financials Results** – Paula updated the team. Lawncare and Newsletter/Mailing expense are the two accounts exceeding budget – Trustees agreed one last leaf clean up. Mailings for past due accounts/letters are the source of the overage for mailing. Overall, under budget for the year to date (reviewed financials).
 - a. **2024 Assessments – Due dates 3/2024 and 10/2024**
 - i. As of November month end, five (5) homeowners owe for the 2024 Annual and/or Special (\$1,150.27). There is one homeowner owing for numerous past years totaling about \$480 (plus all for 2024/2025).
 - b. **2025 Assessments – Due date 4/30/25**
 - i. 168 Homeowners paid the 2025 Annual assessment (\$32,760), leaving a balance outstanding of \$3,120 (16 homeowners).
 - ii. 166 Homeowners paid the 2025 Special assessment (\$16,675), leaving a balance outstanding of \$1,725 (18 homeowners).
 - iii. One HO to whom legal letters were mailed due to longest outstanding balances remains (total outstanding is \$1,178.84, reference above).
 - c. **Actions for Collections of all Past Due Accounts:**
 - i. Three (3) H.O. of 18 remaining delinquent HO accounts are making good faith payments. Working with Ernst/Legal team we prepared the lien notices. Paula/Renee searched public domains for phone numbers and Ernst attempted to make last ditch effort phone calls to collect where we found a phone number on file. There are 15 HOs where liens will be filed since all efforts have failed to collect.

- ii. Discussed lien process (legal address/description). Agreed the letters look appropriate for filing/ mailing. HO will be responsible for legal expenses incurred and filing fees.
- d. **2025 Property Taxes** – Paula followed up with Renee twice to ensure the property tax bills were received and paid on time. Renee confirmed they will be paid this week.

3. **Ground/Lake Maintenance** –

- a. Completed final fertilization and aeration. Scheduled final leaf clean up after Thanksgiving.
- b. Army Corps of Engineers Call – Will pursue once budget for 2026 is approved.

4. **Indentures/Violations** – Discuss pending/new issues and request Renee to take the appropriate actions.

- a. Indentures – Storm repairs, roofs, other construction, etc.
 - i. Status of any outstanding requests – There was a request for chain link fencing for a garden enclosure. Responded with no chain link and provided documentation to complete with any plans for the garden enclosure. Nothing further received on that request. Responded to a request for siding/storm damage repair for a home on St. Benedict. Called a H.O. about concerns with neighbor trashcan storage, commercial vehicle/street parking, and dog feces in yard.
- b. Violations
 - i. **Homeowner 1** – Trash cans were moved to back porch; a few neighbors are still complaining. Letter discussed in September meeting was sent to Ernst to mail to H.O. (re: trash cans stored outside). Next step is legal action.
 - ii. **Homeowner 2** – Call from City of Pevely regarding yard and decorations. No response to letter Ernst mailed. City has acted on common ground property clean up on the edge of this property. Will continue to monitor.
 - iii. **Homeowner 3** – Last meeting it was stated 130 was resolved but 115 was not. Sent a second letter to 115, but it was actually resolved. Believe 130 is resolved and home may be for sale.
 - iv. **Commercial Vehicles** – Responding to various reports of commercial vehicles parking in streets.
 - v. **Other?**

5. **Incorporation/Deeds** – Paula was able to obtain the Quit-Claim Deed notarized and signed by Clyde via his accountant Klocke Accountants. She mailed the documents to the legal team certified mail. Legal team has filed with Jefferson County and continued with next steps in researching incorporation options for Board consideration. Paula provided several updates from legal team on Incorporation efforts and posed a few questions for the board to consider.
6. **Property Values** – Mr. Markus advised that he requested the Chief of Police to reach out to the HOA's to plan a meeting to discuss common community issues. Keep an eye out for invites. Will include an invite for the school superintendent. Received a survey from City of Pevely seeking to identify available dates for the meeting and the meeting was scheduled for 12/14/2025.
7. **March 2025 Annual Meeting Action Items**
 - a. Feedback on Covenant Memo Distributed by Paula? Prioritize top by-laws Trustees are interested in lawyer reviewing? Not completed as of this meeting time. We owe the attorney our priority items. Trustees agreed to compile the collective list after the November 1 meeting.
 - b. John to provide update –
 - i. November meeting to gather covenant change ideas/desires was held and ideas collected from HO who attended/emailed before and after meeting. Larry W. policy proposal shared to be added to the suggested changes inventory. John was not in attendance at the meeting to provide an update on his efforts to compile the results gathered in the meeting/via e-mail. Have the ideas submitted been summarized/compiled yet, John? Tabled.
8. **2026 Annual Meeting Planning** –
 - a. Time to start putting together agenda and draft letter. John has the proposed budget complete (with the exception of a few tweaks). John to draft the annual letter to HO, to include budget and agenda. Will also need to include proxy to vote for board seat. John was not in attendance at the meeting and did not provide any materials to review prior to the meeting. Tabled.
 - b. We may need to revisit lawncare costs. Did we include enough in the budget? Discuss with John in next meeting.
 - c. Followed up with Renee regarding her availability for annual meeting again. She is available for the 2/22/26 annual meeting date.

9. Other Agenda topics?

- a. Road/Abbey Lane Sidewalks – \$2.5M to repair from 61-67 to the main TAA entrance (and not past that). Must purchase some land from the golf course. The next phase will extend from first TAA entrance to past the Vinyards but will not be completed until a later date. Any updates? No.
- b. HO correspondence update regarding incorporation – discussed the letter received by Ernst and Paula provided a response to the H.O. following the meeting.

10. Meeting adjourned