

**Bristol Park HOA Board of Managers 2026 Annual Meeting**  
**Jan. 15, 2026**  
**Community Room, Communication Federal Credit Union**  
**100 NE 150th St, Oklahoma City, OK 73013**

**Board Members Present:**  
**President Julie Bisbee Wheeler**  
**Vice President Rodney Jones**  
**Wes Hall**

1. Welcome, Call to Order  
Bisbee-Wheeler called the meeting order at 7:03 p.m.
2. Public Comment  
No public comment.
3. Approval of Minutes
  - a. December Regular Meeting  
Motion to approve by Jones, second by Hall. Motion carries.
4. Holiday lighting contest
  - a. Christmas Light Decorating contest winners  
Bisbee Wheeler announced the winners of the holiday lights contest:  
First place: 3009 Richfield  
Second place: 1842 Fairmont Lane  
Third place: 2708 Nantucket
5. 2025 Board of Managers Overview
  - a. Volunteer Recognition  
Bisbee-Wheeler recognized the contributions of HOA Board members and neighborhood volunteers in 2025. Notable achievements by the board included transitioning financial records from the previous bookkeeper which was spearheaded by Phillips and Jill Hall; Jones oversaw the upgrades and repairs at the pool house that included replacing the roof, gutters, pool cover as well as new paint. Board members and volunteers also cleared out longstanding liens on properties; rebuilt the pool card database and started work on a reserve study. Bisbee-Wheeler recognized Angelica Alls for doing the newsletter in 2025.
  - b. Overview of 2026 volunteer opportunities  
Bisbee-Wheeler told residents about upcoming events and the need for volunteers. Volunteers help keep dues low and Bristol Park's dues are much lower than other neighborhoods with similar amenities. Bisbee-Wheeler reminded neighbors that volunteer opportunities can range from serving on the board, to assisting with projects or events. Bristol Park has 311 homes, and she urged residents to participate in some way.
6. Financial Update
  - a. Update on monthly expenses

Bisbee-Wheeler provided an update on financials for December, noting the expenses were trending in line with previous months. Top expenses for the quarter includes utilities and lawn service. The HOA will finish the year with savings and funds in the treasury account.

- b. Discussion and possible action on December financial reports  
Hall makes a motion to accept the financial reports, Jones seconds. Motion carries.
- c. Update on 2026 HOA Bookkeeping services  
Board members discussed efforts to secure new book keeping services. Hall said quotes from five vendors and conducted interviews. Members recommended hiring Erinn Daniel bookkeeping at \$500 per month. Daniel has experience working with a variety of clients including large HOAs.  
Hall made a motion, Jones second. Motion carries.

#### 7. Budget Update

- a. 2026 Planning Budget Overview  
Board members discussed having a 2026 planning budget that will be reviewed.
- b. Reserve study update  
Resident Nancy Gwin is assisting the HOA Board in obtaining information to complete a do-it-yourself reserve study. Gwin said she's collected most of the information and would be offering an update at the next meeting.

#### 8. Discussion of 2026 contracts

- a. Lawn Spraying
- b. Pool Services – Northwest Pools  
Board members discussed approving contracts at the upcoming meeting after 2026 officers were elected.

#### 9. Neighborhood Image/Social Committee Update

- a. Newsletter update  
The newsletter continued to have good open rates and the newsletter list was growing.

#### 10. Building Committee

- a. Discussion and possible action on building committee requests  
No action.

#### 11. Nomination Committee

- a. Recognition of 2025 Board of Managers and overview of accomplishments
- b. Nominations for 2026 Board of Managers

Hall nominated Anne Hall to be on the board; Nancy Gwin nominated Bisbee-Wheeler and Jones to be on the board. Residents accepted the slate of officers. There are two vacant board seats. No resident at the meeting offered expressed interest in board service.

- b. Elections of 2026 Board of Managers  
No action taken.

10. New Business

Motion to adjourn; Jones Motions. 8:05 pm