

PINE SHADOW LAKE ASSOCIATION · FOR THE BOARD ONLY

Dues Status After Reminder 2

Prepared May 13, 2027 · Sent to the board's approver after each reminder round · Sample, fictional association

244 Households on the list	158 Paid (65%)	\$7,720 Reported collected (incl. 20 three-year renewals)	86 Still unpaid	+17 Paid since reminder 1 list
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Payment status comes from the association's own payment report and the treasurer's check log, sent through the shared update list on May 12. Lake Association Office does not handle money.

Needs the board's attention (4 items)

Household	Issue	Suggested next step
Svoboda, R. (Lot 41)	Email bounced twice	Board member who knows them confirms a new email, or they get the printed letter
Okafor, J. & M. (Lot 7)	New owners since March	Approve a welcome letter with the final reminder
Lindqvist, P. (Lot 88)	Replied "please remove me"	Removed from reminders; stays on the list as non-member
Delgado, A. (Lot 19)	Says check mailed April 30; not in check log	Treasurer checks the PO box before the final reminder

Unpaid households (first 12 of 86)

Household	Lot	Last paid	Email	Reminders sent	Final reminder by
Anderson, K.	3	2026	Yes	2	Email
Bergstrom, T. & L.	12	2026	Yes	2	Email
Carlson, D.	15	2025	Yes	2	Email
Dahl Family Trust	22	2026	No	1 printed	Printed letter
Engstrom, B.	26	2024	Yes	2	Email
Fischer, G. & S.	30	2026	Yes	2	Email
Grant, W.	34	Never	Yes	2	Email
Hanson, E.	38	2026	No	1 printed	Printed letter
Iverson, L.	45	2025	Yes	2	Email
Johnson, M. & R.	51	2026	Yes	2	Email
Kowalski, F.	57	2026	Yes	2	Email
Larsen, H.	63	2023	Yes	2	Email

The full list (all 86 unpaid households) is attached as a spreadsheet the treasurer can sort and update.

Next: the final reminder goes out May 27 once the board approves it. 76 households get it by email and 9 get a print-ready letter (mailing can be arranged, quoted first). Last year, the final round brought in 28 renewals.