

LANDIS LAKES COMMUNITY ASSOCIATION, INC  
 8003 LYNDON CENTRE WAY  
 SUITE 101  
 LOUISVILLE, KY 40222



Statement

  
 Louisville, KY 40245

Account Number	
Due On 2/14/2025	\$620.00
Late After 3/1/2025	\$645.00

Date	Description	Charge	Payment
01/01/2025	Annual Dues 2025	\$620.00	

Over 30 Days	Over 60 Days	Over 90 Days	Current	Amount Due
\$0.00	\$0.00	\$0.00	\$620.00	\$620.00

HOA Fees are to be sent to the P.O. Box listed below on the coupon. Recreation fee payments are to be sent to Kentucky Realty.

Please detach and return this portion with payment. Do not staple or fold

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Re: 

To: LANDIS LAKES COMMUNITY ASSOCIATION, INC  
 c/o Cornerstone Property Management  
 P O Box 87555  
 Carol Stream, IL 60188-7555

Make Checks Payable To:  
 LANDIS LAKES COMMUNITY ASSOCIATION, INC

# Landis Lakes

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## Community Association

**TO:** Landis Lakes Community Association  
**FROM:** Board of Directors / Brendan - Prop. Mgr.  
**DATE:** Tuesday, December 3rd, 2024  
**RE:** Annual Meeting – “Save the Date” & Nominations for the Board of Director

Happy Holidays Landis Lakes Homeowner:

An Association Annual Meeting has been scheduled for Landis Lakes on Thursday, January 16<sup>th</sup>, 2025, starting at 7:00 PM and ending at 8:00 PM. This meeting will take place at the Landis Lakes Clubhouse. The clubhouse is located at 14600 Landis Lakes Dr, Louisville, KY 40245. The purpose of this meeting is to recap the 2024 Board activities, review the 2024 finances, review the 2025 Budget, and hold an Election for the 2025 Board of Directors.

### **ELECTIONS:**

For our community to operate legally and to be managed according to the Master Deed & Bylaws, we must have volunteer members of the Board of Directors. It is important that owners of the community share the responsibility of representing their neighborhood and serving on the Board. The term for these positions is one (1) year. **Nomination Forms are enclosed.**

The Board of Directors volunteers a few hours of their time each week to work with the management company on enforcing the rules, making important decisions related to community improvement, and ensuring that the association's finances are managed efficiently. Currently, we ask that anyone who is interested in serving on the board of directors please fill out the attached form. Please make every effort to attend the meeting on Thursday, January 16<sup>th</sup>, @ 7 PM as we must have a quorum according to the by-laws. Please look for the Annual Meeting Packet mailed out in early January that will include a Proxy Form for those who cannot attend the meeting to complete and email to me.

# Landis Lakes

## Community Association

### Landis Lake HOA 2025 Board of Directors Election Meeting Nomination/Volunteer Form

I would like to **Volunteer** to be placed on the Ballot as a Candidate to serve on the Board of Directors if elected.

I would like to **Nominate** another owner to be placed on the Ballot to serve on the Board of Directors if elected.

Please Print All Information Legibly

#### Candidate Information (required)

Name	
Address	
Phone	
Email	

I think this owner/ I would make a good Board Member because (required):

#### If you are not the Candidate Listed Above (required):

Name	
Address	
Phone	
Email	

**NOMINATING AN OWNER OR VOLUNTEERING IS NOT REQUIRED.** Any candidate names not received on or before December 20, 2024, by mail OR email will not be placed on the ballot. Please return this form **by e-mail** ([brendan@contactcornerstone.com](mailto:brendan@contactcornerstone.com)) or mail to: Landis Lakes HOA c/o: Cornerstone Property Mgmt., 8003 Lyndon Centre Way Suite #101, Louisville, KY 40222.

Cornerstone Property Management, 8003 Lyndon Centre Way, Ste 101, Louisville, KY 40222  
Office Hours M-Thur 9:00a-5:00p; Fridays 9:00a-1:00p

**\*\* IMPORTANT ANNOUNCEMENT \*\***

**ALL OWNERS MUST UPDATE THEIR PAYMENT METHOD**

**Previous automatic / online payment methods will not carry over**

**NEW INSTRUCTIONS FOR PAYMENT OF YOUR COMMUNITY  
ASSOCIATION DUES and ASSESSMENTS**

Dear Homeowner,

This is an important notification regarding a change in the processing of your association dues / assessment payment. We are excited to announce that we have partnered with CINC Systems and Alliance Association Bank (AAB). AAB is now providing the dues / assessment payment processing service for your community association. AAB works exclusively with community associations and offers numerous options to easily make your assessment payment.

IF you previously set up a RECURRING Payment for your Annual HOA Dues either on our former payment system (RevoPay) OR through your personal Bank with Online Banking, you **MUST BE SURE TO CANCEL** that payment yourself, or else you could risk a double payment. Only a handful of homeowners would run into this issue. **NEW PAYMENTS BY CHECK MUST BE MAILED TO THE NEW P.O. BOX ADDRESS BELOW AND INCLUDE A COUPON (Bottom Portion of the Enclosed Invoice).** Checks mailed to our (Cornerstone) address will be returned. **CASH WILL NO LONGER BE ACCEPTED.**

**ALL OWNERS MUST UPDATE THEIR PAYMENT METHOD.** Failure to update your payment method may result in delayed payment processing and/or returned payments. See payment options below:

**Payment by Paper Check**

Checks may be mailed to AAB lockbox at the P.O. Box address below.

- You must include your remittance coupon/statement with your payment in the provided window envelope to ensure your payment is correctly addressed and processed.

**[Your Community Name]  
c/o Cornerstone Property Management Processing Center  
PO BOX 87555  
Carol Stream, IL 60188-7555**

- Do not include any correspondence to Cornerstone Property Management in the envelope with your check and coupon/statement. You will need to send correspondence directly to our address in a separate envelope.
- If you are paying for multiple properties, please send a **separate coupon and check** for each property.

See more on the next page!

### Using Your Bank's Online Bill Pay Service

We recommend and encourage homeowners to use the bill payment service provided by their bank. If you currently utilize your bank's Bill Payment Service, please do the following:

1. **Delete the existing payment profile you originally created. Create a new profile using the address information above.**
2. Ensure the online check is **made payable to your association** and the memo portion includes the following information/instructions:

Cornerstone Property Management ID # 7137

Your Association ID # xxxxx (ID can be found on your payment coupon/statement)

Your Property Account Number # can be found on your payment coupon/statement)

***This information can be found on your payment coupon or statement.***

**Please enter this into your bill pay profile as a memo.**

### Pay Online

**As before**, Cornerstone Property Management offers additional payment methods for homeowners to pay their dues / assessments. Please visit our website [www.contactcornerstone.com](http://www.contactcornerstone.com) and click on HOMEOWNER PORTAL to securely connect to the AAB payment portal for the following payment options:

- Recurring Payment - eCheck or recurring (ACH) direct debit from your bank account, No Fee.
- One Time Payment - eCheck, flat fee \$2.95.
- Credit/debit Card - All credit cards are accepted. Service fee applies and is charged at the time of payment. Credit Card service fee- 3.5%, Debit Card flat fee \$5.00.

### Mobile App

There is one more option – you can download the Cornerstone Mobile App from your App store to your phone and connect to the homeowner portal any time and place. Available on iOS & Android.

Thank you for your prompt attention to this vital and important change which will allow us to better serve your community needs.

Sincerely, Cornerstone Property Management Team