

STEPHENS HILLS PROPERTY OWNERS ASSOCIATION, INC.
(SHPOA)
BOARD OF DIRECTORS MEETING MINUTES
September 19, 2020

Board Members Present:

Joe Campbell
Robbie Boulet
Rich Brazzale
Joy DeRaimo
Ellen Fendley
Mike Golden
Wes Wodahl

Accountant:

Teresa Eddinger

Administrative Assistant:

Kristie Fraga

Visiting property owners present: Dennis Gay, Dale & Kelli Holloway, Karl & Sherry Nelius

President Joe Campbell called the Board meeting to order at 9:04 a.m. and established a quorum.

APPROVAL OF MINUTES:

Through email Wes Wodahl made a motion to approve the August 22, 2020 regular meeting minutes. The motion was seconded by Joy DeRaimo and approved by Rich Brazzale, Mike Golden, Ellen Fendley and Robbie Boulet.

TREASURER'S REPORT:

The treasurer's report ending 8/31/20 was presented to the Board. The beginning bank balance was \$44,082.32, with credits of \$4,733.75 and expenses of \$12,651.21, leaving an ending bank balance of \$36,164.86.

The property collections report for 8/31/20 was presented for approval. The prior maintenance fees still outstanding are \$63,002.81; prior mowing fees still outstanding are \$13,045.00; current maintenance fees assessed for the 2019/2020 balance are \$29,40.72. Mowing fees assessed for 2019/2020 were \$9,200.00.

Ellen Fendley questioned the amount of checks that are being hand-written – checks will only be hand written if absolutely necessary and not as a convenience going forward. Ellen also inquired to any projects going forward that might require a substantial amount of money. Currently there are no major projects in the works due to the law suit. Rich Brazzale mentioned approximately \$650 for additional filter rock at the boat ramp and Teresa mentioned approximately \$2,500.00 to file the 28 small claims that are currently ready to be filed. Ellen stated that there was approximately \$7,500.00 that could be used for projects.

Taxes, Annual Audit, Compilation, Auditor Requirements and Year-End Financials:

The taxes are not due for completion until October. Nothing new to report.

Certified Final Demand and Settlement Letters:

Nothing to report

Liens:

Liens will be filed against properties of all deceased members with no usable contact information.

Monthly Payment Plans

Currently have 2 owners on payment plans.

The financial report was accepted by the President as submitted.

COMMITTEE REPORTS:

ARCHITECTURAL COMMITTEE:

Kristie will send a letter asking for revised drawings on garage and with a reminder that hardy board siding needs to be placed on the rear wall.

MAINTENANCE COMMITTEE:

Fire and Routine Mowing:

Mike Golden stated that fire mowing will start the last week of September/first week of October.

Mowing Deed Restriction Letters:

Sub II: A final demand letter was sent to property owner. They did mow and cut up tree, however the tree is still laying in the yard.

Non-Mowing Deed Restriction Letters:

Sub II Boat Ramp:

Sub III Boat Ramp:

22 tons of gravel was spread. And sign was repaired.

Pavilion Steps:

Different solutions, paint/safety tape, were discussed for the steps. No viable solution at this time and matter was tabled.

LITIGATION:

Small Claims:

There are 28 small claims that are ready to be filed.

Steps continue to be taken against owners with past due balances.

President Joe Campbell stated that the lawyer for SHPOA sent a letter to the attorney involved in the lawsuit asking for an update. No response from their attorney as of this date. Even though we can't move forward with projects, Joe is going to ask our attorney if we can poll the property owners on projects that they would like to see done.

President Joe Campbell also went over the steps that will be taken by the Constable on the 2 Writs of Executions – Sale should take place in December.

OLD BUSINESS:

- Internet to the office was tabled due to cost.
- Adding the tab on our website for businesses is ok, however, since we are a non-profit, we will not be able to charge for the service. Ellen will learn how this is done so she can add the tabs to our website.

NEW BUSINESS:

- President Joe Campbell had the new signatory cards for the bank. Everyone needed to sign, and this was done after the meeting. Joe was taking the paperwork to the bank on Monday.
- Wes Wodahl asked the board if future payments for the cleaning of the restrooms at the pavilion (\$300/month) could be applied to his dues. This was not approved, and checks will be made to his company Woody Works. A visiting property owner, Dennis Gay, questioned the use of and cost to maintain the restrooms. It was explained that any property owner could use the facilities, including owners that don't have homes (campers) or owners in the process of building.

Rich Brazzale made a motion for the meeting to adjourn. The motion was seconded by Robbie Boulet and approved by the Board. The meeting ended at 9:55 am.

Next Regular Meeting – October 17, 2020 at 9 a.m.