

STEPHENS HILLS PROPERTY OWNERS ASSOCIATION, INC.
(SHPOA)
BOARD OF DIRECTORS MEETING MINUTES
March 9, 2019

Board Members Present:

Juli Fendley
Gary Blaylock
Rich Brazzale

Joe Campbell
Ellen Fendley

Accountant:

Teresa Eddinger

Administrative Assistant:

Debbie Ford

Absent:

Wes Wodahl – proxy to Joe Campbell
Glorian Drews – proxy to Joe Campbell

President Juli Fendley called the Board meeting to order at 9:00 a.m. and established a quorum.

APPROVAL OF MINUTES:

Glorian Drews emailed a motion for approval of the minutes for the February 16, 2019 regular meeting. The motion was seconded by Joe Campbell. Approval was given by Rich Brazzale (by proxy to Joe Campbell) and Wes Wodahl (proxy to Glorian Drews). The minutes were approved by a majority vote.

TREASURER'S REPORT:

The treasurer's report ending 2/28/19 was presented to the Board. The beginning bank balance was \$35,104.39 with deposits of \$1,106.40, and expenses of \$12,844.14, leaving an ending bank balance \$23,366.65.

The property collections report for 2/28/19 was presented for approval. The prior maintenance fee balance was \$51,948.84; prior mowing fee balance was \$6,275.00; current maintenance fee for the 2018/2019 balance is \$19,898.14; current mowing fee for 2018/2019 is \$4,050.00.

The financial report was accepted by the President as submitted.

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

The engagement for 2018 taxes has been mailed.

Certified Final Demand and Settlement Letters:

Members who have been dismissed from bankruptcy court can now be sent a letter.

Liens:

Liens that will expire at the end of March, 2019 have been refiled.

Monthly Payment Plan:

One member has paid in full; another member who has stopped making payments will have a small claims filed against him; members who requested a payment plan, and did not respond, will have a small claims filed against them; one member will be taken back to small claims court for not responding to a counter offer from the Board.

COMMITTEE REPORTS:

ARCHITECTURAL COMMITTEE REPORT:

Sub II -

- Wes Wodahl emailed a motion to approve construction of a house. The motion was seconded by Rich Brazzale and approved by Glorian Drews, Joe Campbell and Gary Blaylock.
- Wes Wodahl emailed a motion to approve construction of a fence. The motion was seconded by Rich Brazzale and approved by Glorian Drews, Joe Campbell.
- Wes Wodahl emailed a motion to approve building a cover over an existing deck/entrance. The motion was seconded by Glorian Drews and approved by Joe Campbell, Rich Brazzale and Ellen Fendley.

MAINTENANCE COMMITTEE REPORTS:

Fire and Routine Mowing:

- Routine mowing has begun on the boat ramps (and the ramps cleared of debris) and office/pavilion areas. Routine mowing will continue every two weeks. Roadside mowing will begin at the first of April and continue every three weeks.
- The fire mowing list will be updated before spring mowing begins.

Mowing and Non-Mowing Deed Restriction Letters:

There was nothing new to report.

NOMINATING COMMITTEE REPORT:

Home owner, and previous Board Maintenance Chair, Mike Golden will run for the board this coming May.

LITIGATION:

- The Management Certificate under Property Code 209.004 has been filled out. President Fendley emailed the form to attorney Kerry Hagan and asked his advice on whether or not any other information is needed.
- President Fendley asked Teresa Eddinger to print invoices for each year that is delinquent on the SHPOA members' accounts that are included on the spreadsheet that will be taken to Mr. Hagan's office.

President Fendley called for a short break at 9:47 a.m. The meeting was resumed at 10:00 a.m.

Small Claims Court:

- President Fendley requested individual invoices with interest added and other back up needed for a case that has been put on the small claims court docket.
- A case was returned due to an incorrect address.
- President Fendley received a call from a member who was served but said his lot was sold. Our office was not contacted about the sale. A statement will be mailed to the new property owner.
- A case was returned for non-service; the house is in the member's name but someone else lives in the home.

OLD BUSINESS:

- Debbie Ford will email the proxy/ballot to the Board for approval.

NEW BUSINESS:

- The Board discussed the proposed 2019-2020 budget. The newsletter will include the proposed budget, balance sheet and income statement.
- Food for the annual meeting will be decided during the April meeting.

Ellen Fendley made a motion to adjourn the meeting. The motion was seconded by Gary Blaylock and approved by the Board. The meeting was adjourned at 11:00 a.m.

NEXT REGULAR MEETING: April 13, 2019 at 9:00 AM