

STEPHENS HILLS PROPERTY OWNERS ASSOCIATION, INC.
(SHPOA)
BOARD OF DIRECTORS MEETING MINUTES
April 13, 2019

Board Members Present:

Juli Fendley
Gary Blaylock
Rich Brazzale
Joe Campbell
Glorian Drews
Ellen Fendley

Accountant:

Teresa Eddinger

Administrative Assistant:

Debbie Ford

Absent:

Wes Wodahl – proxy to Rich Brazzale

President Juli Fendley called the Board meeting to order at 9:07 a.m. and established a quorum.

APPROVAL OF MINUTES:

Ellen Fendley emailed a motion for approval of the minutes for the March 9, 2019 regular meeting. The motion was seconded by Joe Campbell. Approval was given by Rich Brazzale; Wes Wodahl and Glorian Drews approvals were made by proxy to Joe Campbell. The minutes were approved by a majority vote.

TREASURER'S REPORT:

The treasurer's report ending 3/31/19 was presented to the Board. The beginning bank balance was \$23,366.65 with deposits of \$1,205.06, and expenses of \$4,236.46, leaving an ending bank balance \$20,335.25.

The property collections report for 3/31/19 was presented for approval. The prior maintenance fee balance was \$68,485.32; prior mowing fee balance was \$10,325.00. President Fendley asked to have this report changed back to its previous format.

The financial report was accepted by the President as submitted.

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

There was nothing new to report.

Certified Final Demand and Settlement Letters:

No further certified final demand letters have been mailed.

Liens:

Refiled liens have been recorded with the court and returned to SHPOA.

A release of lien was completed on a SHPOA property. Teresa Eddinger said that she mails a letter to property owners explaining that it is their responsibility to have liens cleared with the court.

Monthly Payment Plan:

- The Board was given an update regarding those members who are on the monthly payment plan. Ms. Eddinger has returned a call from one member, who did not honor his obligations. As of this meeting there has been no response from the owner.
- President Fendley requested an update from small claims court on the remaining members who have been served.

- President Fendley will share the success the Board has had on collections due to final demand letters, payment plans and small claims filings during the annual meeting. Ms. Eddinger will email President Fendley a report showing the total amount collected this past fiscal year.

COMMITTEE REPORTS:

ARCHITECTURAL COMMITTEE REPORT:

Sub III -

- 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 Ellen Fendley.

Maintenance chair, Rich Brazzale reported that some of the equipment has been removed from an older construction area.

MAINTENANCE COMMITTEE REPORTS:

Fire and Routine Mowing:

- Rich Brazzale reported that all is going well with routine mowing.
- Spring mowing has not begun at this time.

Mowing and Non-Mowing Deed Restriction Letters:

- President Fendley encourages property owners to call the county commissioner to help maintain roads and other county property in our neighborhoods.
- Rocks have been placed in holes along the Sub III bulkhead.
- A property owner complained about a large tree that is dying and could fall on his home. Since the tree is close to the road it was suggested that he contact the county to have it removed. Debbie Ford will write letters to two lot owners where the tree is centered between the properties. The letter will encourage the lot owners to contact the county as well.
- The Board requested to have a letter written to property owners who have had dead trees lying on the ground for several months. The Board had previously given time to allow the lots to dry.

NOMINATING COMMITTEE REPORT:

Incumbents Ellen Fendley and Wes Wodahl (and previous Board member Mike Golden) plan to run for Board positions this year.

LITIGATION:

- President Fendley did not have updates to share from Kerry Hagan's office at this meeting.
- Debbie Ford will meet with Kerry Hagan to discuss the best way to manage a list of overdue accounts. Ms. Ford will schedule an appointment some time after the May Annual Meeting.

Small Claims Court:

- A property owner who had been scheduled on the small claims court docket (in March) has paid \$1,880 in full.
- Paperwork was returned for non-service address and re-mailed to a more current address.

NEW BUSINESS:

The Board agreed to purchase fried chicken, potato salad, rolls and cookies for the annual meeting in May. President Fendley will provide baked beans and pick up the other food items at Sam's. She will check price comparisons for the fried chicken then place an order for another officer to pick up on the day of the meeting.

Glorian Drews made a motion to adjourn the meeting. The motion was seconded by Gary Blaylock and approved by the Board. The meeting was adjourned at 10:30 a.m.

NEXT REGULAR MEETING: May 18, 2019 at 9:00 AM

ANNUAL MEETING: May 19, 2019 at 1:00 PM

DIRECTOR'S MEETING: May 19, 2019 DIRECTLY FOLLOWING ANNUAL MEETING