

STEPHENS HILLS PROPERTY OWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
October 18, 2025

Board Members Present:

Joe Campbell
Shawn Harvey-Absent
Ellen Fendley-Absent
Juli Fendley
Michael Golden-Absent
Jerry Atkinson

Bookkeeper:

Teresa Eddinger

President Joe Campbell called the Board meeting to order at 9:09 a.m. and established a quorum.

APPROVAL OF MINUTES:

Minutes from the Board Meeting held on September 20, 2025. Motion to accept made by Jerry Atkinson, seconded by Juli Fendley, motion carried.

TREASURER'S REPORT:

Treasurer's Report (as of 9-30-25):

\$7,917.65 beginning bank statement balance (09/01/25)(Bank of SJC)
+ .96 plus interest (annual rate 0.15%)
<\$979.63> expenses (checks cleared)
+ \$-0- deposited
=\$6,938.98 ending bank statement balance (09/30/25)
=\$6,938.98 Reconciled Balance - General Fund (as 09/30/25) (Bank of SJC)
+ \$8,529.79 Assessment Fee (2021) bank statement balance (as of 09/30/25) [no increase for month]
+ \$1,347.00 Assessment Fee (2023) bank statement balance (as of 09/30/25) (no increase for month)
+ \$157,473.76 CDs (Vera Bank as of 09/30/25)
\$13,074.05 beginning bank statement balance (09/01/25) (Vera Bank)
<\$8,700.00> expenses (checks cleared)
+ \$1,384.00 deposited
=\$5,758.05 Reconciled Balance - General Fund (as 09/30/25) (Vera Bank)
= \$180,047.58 Total SHPOA Funds (as of 09/30/25) [\$180,868.49 at the of end of August]
= <\$820.91> Change in Position from August 31, 2025

The financial report was accepted as submitted.

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

- Neuwirth, Slaughter & Associates have completed the Annual Compilation, Year-End Financials, and has filed the 1120 Tax form. No taxes were due

Certified Final Demand and Settlement Letters:

Will go out to any property owner who is still past due after November 15th, 2025. Juli made the motion, seconded by Jerry to write off all property owners, motion carried.

Past Due Notices:

- Past Due statements went out on October 3, 2025. If not paid by November 15, 2025 they will receive a certified letter.

- Monthly Payment Plan:

There was no new business to report regarding monthly payment plans.

COMMITTEE REPORTS:

ARCHITECTURAL COMMITTEE REPORT:

Nothing to report at meeting time.

MAINTENANCE COMMITTEE REPORT:

Motion made by Mike Golden, seconded by Jerry Atkinson to re-evaluate the mowing contract to not include some places that are being mowed right now.

SUB III CLEAN UP

Motion made by Jerry Atkinson, seconded by Mike Golden to purchase fill rock behind the bulkhead at Sub III. Costs will be around \$2,800.00. Motion carried.

NOMINATING COMMITTEE REPORT:

There was nothing new to report from the nominating committee.

OLD BUSINESS:

Commercial Liability Insurance was renewed with McMurtry Insurance Company. The costs of internet at the office would be \$69.95 per month. It was unanimous that we would get the internet hooked up at the clubhouse office.

LLW & SC Water – It was decided to have the water turned back on at the clubhouse only. Teresa called them and it will require a \$100.00 deposit and Joe would have to come to the office and fill out a new application.

NEW BUSINESS:

Teresa will contact Quickbooks to find out about downgrading the current program because of the increasing cost.

Juli Fendley made a motion to adjourn the meeting. Jerry Atkinson seconded the motion and the Board approved. The Board meeting was adjourned at 10:34 a.m.

NEXT REGULAR MEETING: November 15, 2025 AT 9:00 A.M.