

STEPHENS HILLS PROPERTY OWNERS' ASSOCIATION, INC.
(SHPOA)
BOARD OF DIRECTORS MEETING MINUTES
August 20, 2022

Board Members Present:

Joe Campbell
Rich Brazzale
Joy DeRaimo
Chris Crowell
Cecelia Bentz

Accountant:

Teresa Eddinger

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

APPROVAL OF MINUTES:

Through email and after corrections, Rich Brazzale made a motion to accept the July 16th meeting minutes, a second by Tim Richardson and approved unanimously.

TREASURER'S REPORT:

The treasurer's report ending 7/31/2022 was presented to the Board. The beginning bank balance on 01/01/22 was \$302,736.45 with credits of \$4,985.84 and expenses of \$14,317.18 and a withdrawal of \$200,000.00 to purchase 2-\$100,000.00 CD's, leaving an ending bank balance of \$93,405.11.

The property collections report for 07/31/2022 was presented for approval. The prior maintenance fees still outstanding are \$77,471.48; prior mowing fees still outstanding are \$14,665.00; current maintenance fees assessed for the 2022/2023 balance are \$49,896.00. Assessment fees collected \$42,992.00. Assessment fees in reserve \$15,742.00.

Teresa is supposed to call the accountant and arrange a meeting. Kristie and Joy will also attend this meeting.

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

Certified Final Demand and Settlement Letters: Being sent out to all past due owners. The letter will be modified to reflect that we are filing liens, not going to small claims court.

Liens: 47 current liens in place.

Monthly Payment Plans: None

There were no questions, and the report was accepted as submitted by President, Joe Campbell.

COMMITTEE REPORTS:

ARCHITECTURAL COMMITTEE: Property owner at 121 Mirror Lake, submitted a drawing for an addition for boat parking but we need some additional information including the dimensions and the property line markings. Chris will send an email letting them know what is still needed.

MAINTENANCE COMMITTEE: The tree service has been hired to cut down 5/6 trees around the clubhouse as well as haul off the 2 brush piles. A motion was made to move forward with this expenditure by Cecelia Bentz with a 2nd from Rich Brazzale and approved unanimously. The total is \$3,200.00. We will issue a check.

A letter will be sent to all owners letting them know about the new key card readers for the Sub III boat ramp and pavillion. Cards will be available starting September 1st, and the gate will become operational on September 15th.

Mowing Deed Restriction Letters:

Non-Mowing Deed Restriction Letters:

Sub II Boat Ramp:

Sub III Boat Ramp: See Maintenance Committee

ASSESSMENT COMMITTEE: Rich Brazzale will look into new playground equipment and report back to the board.

NOMINATING COMMITTEE:

LITIGATION: Still waiting on a date to meet with the judge concerning Sub II, 7,8, and 9

SMALL CLAIMS:

OLD BUSINESS: Cecelia has worked on the revision of the rules and regulations. This will be added to the agenda for the Annual Meeting and be voted on by the owners. Some of the revisions include, taking out verbiage about the pool and basketball courts. Joy has been working on updating the website.

NEW BUSINESS: No new business.

A motion to adjourn was made by Rich Brazzale and a 2nd by Cecelia Bentz. The meeting was adjourned at 10:00am.

Next Regular Meeting – September 17, 2022, at 9 a.m.