

STEPHENS HILLS PROPERTY OWNERS' ASSOCIATION, INC.
(SHPOA)
BOARD OF DIRECTORS MEETING MINUTES
February 18, 2023

Board Members Present:

Joe Campbell
Rich Brazzale
Joy DeRaimo
Tim Richardson
Cecelia Bentz
Robbie Boulet

Accountant:

Teresa Eddinger

Admin Assistant:

Kristie Fraga

President Joe Campbell called the Board meeting to order at 8:58 a.m. and established a quorum.

APPROVAL OF MINUTES:

Through email, Ceceila Bentz made a motion to accept the January 21, 2023, meeting minutes, there was no meeting in December, a second by Rich Brazzale and approved unanimously.

TREASURER'S REPORT:

The treasurer's report ending 01/31/2023 was presented to the Board. The beginning bank balance on 01/01/23 was \$62,093.92 with credits of \$2,760.18 and expenses of \$3,148.16 leaving an ending bank balance of \$61,705.94. The combined CD balance as of 01/31/23 is \$200,176.76.

The property collections report for 01/31/2023 was presented for approval. The prior maintenance fees still outstanding are \$68,291.48; prior mowing fees still outstanding are \$12,515.00; current maintenance fees assessed for the 2022/2023 balance are \$39,871.00. Assessment fees in reserve \$8,238.84.

Refunds for Sub II, Sections 7, 8 & 9 will be issued to the owners that paid their 2022/2023 dues. This will total approximately \$2,050.

Taxes, Annual Audit, Compilation, Auditor Requirements and Year-End Financials: Teresa has sent our info to the CPA.

Certified Final Demand and Settlement Letters: Certified letters have been sent to owners in Sub II, Sections 7, 8, & 9 for delinquencies for periods prior to the withdrawal of Holiday Harbor from SHPOA.

Liens: 49 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:

MAINTENANCE COMMITTEE: The steps leading down to the new playground equipment need to be filled in with concrete. This is a safety issue and need to be fixed asap. Some of the steel grates

from the drains to the old pool need to be removed/repared. Tim Richardson will get with Mike Montelone about strategy for getting the steps repaired. A small tankless water heater needs to be ordered for the restrooms. Tim made a motion to purchase the water heater at a cost of approximately \$300, with a second from Robbie Boulet, passed unanimously.

Mowing Deed Restriction Letters:

Non-Mowing Deed Restriction Letters:

Sub II Boat Ramp:

Sub III Boat Ramp: Tim received the exit loop for exiting the boat ramp. These will get installed soon. Tim brought up adding little pavilions (3) on the concrete slabs at the boat ramp and then adding picnic tables for the use of our owners. A motion was made by Tim Richardson to proceed with this plan at a cost of \$500 per concrete slab, totaling \$1,500.00, a second from Rich Brazzale and approved unanimously.

ASSESSMENT COMMITTEE: Rich will be ordering a sign for the playground equipment stating the ages for use.

NOMINATING COMMITTEE: There will be 3 Directors positions to fill for the upcoming year. Cecelia Bentz, Chris Crowell, and Tim Richardson's terms are up. Ceceila has not had any inquiries to these positions.

LITIGATION: None

OLD BUSINESS: . A clean copy of the Rules and Regulations will be included in the annual mailing. The new wording will be in the new Rules and Regulations that will be voted on at the Annual Meeting.

NEW BUSINESS: Teresa brought up the question of releasing past due property owners' info to potential buyers, it was decided that we would provide lot numbers and it would be up to the potential buyers to research who owns it. Teresa will get a list to Joy to post on our website.

Wording for the use of ATVs, Golf Carts, Go Karts was brought up and tabled.

Ceceila brought up the wording of discharging firearms as well as having the ability to assess fines to property owners that violate deed restrictions.

The newsletter, ballot/proxy was reviewed and a few changes will be made and resubmitted for review.

A motion to adjourn was made by Ceceila Bentz and a 2nd by Joy eRaimo. The meeting was adjourned at 10:05am.

Next Regular Meeting – March 18, 2023, at 9 a.m.