# STEPHENS HILLS PROPERTY OWNERS' ASSOCIATION, INC.
# BOARD OF DIRECTORS MEETING MINUTES
# January 17, 2026

**Board Members Present:**
Joe Campbell
Shawn Harvey-Absent
Ellen Fendley-Absent
Juli Fendley-Absent
Michael Golden
Jerry Atkinson

**Bookkeeper:**
Teresa Eddinger

Guests: Tom and Dawn Fink, and Crystal Drummond

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

Guests were there to express concerns of the appearance of lots in close proximity to theirs and what could be done to get them cleaned up.

**APPROVAL OF MINUTES:**
Minutes from the Board Meeting held on November 15, 2025. Motion to accept made by Mike Golden, seconded by Jerry Atkinson, motion carried.

**TREASURER REPORT:**

**Treasurer's Report (as of December 31, 2025):**
$10,630.82 beginning bank statement balance (12/01/25)(Bank of SJC)
+ 1.37 plus interest (annual rate 0.15%)
<$943.24> expenses (checks cleared)
+ $127.92 deposited
=$9,815.50 Reconciled Balance - General Fund (as 12/31/25) (Bank of SJC)
+ $100.00 Assessment Fee (2023) bank statement balance (as of 12/31/25) (no increase for month]
+ $157,473.76 CDs (Vera Bank as of 12/31/25)
$411.11 beginning bank statement balance (12/01/25) (Vera Bank)
<$650.00> expenses (checks cleared)
+ $500.00 deposited
=$261.11 Reconciled Balance - General Fund (as 12/31/25) (Vera Bank)
= $167,650.37 Total SHPOA Funds (as of 12/31/25) [$168,615.69 at the of end November]
= <$965.32> Change in Position from November 30, 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:
Have gone out as of 12-15-25

**COMMITTEE REPORTS:**

ARCHITECTURAL COMMITTEE REPORT:

Nothing to report at meeting time.

MAINTENANCE COMMITTEE REPORT:

Motion made by Mike Golden, seconded by Jerry Atkinson to send a Deed Restriction Violation Letter to Dragon Fly Knott, and Trinidad Lucio. (a copy of those letters are attached to the minutes)

NOMINATING COMMITTEE REPORT:

There was nothing new to report from the nominating committee.

**OLD BUSINESS:**

An appointment time will need to be set up at next meeting to have someone be at the office for installation of the internet.

LLW & SC Water – It was a unanimous decision to have the water remain off at the clubhouse.

**NEW BUSINESS:**

Question was brought up by Teresa, when we do the yearly write-off's and we have a lien already in place, do we need to keep the lien in place as is or do we have to update the lien and refile? Teresa will ask the Accountant Julie if she has any information on this matter.

Discuss the possibility of using a Collection Agency at next meeting.

**DISCUSSION ABOUT LAYOUT OF PAVILLION CONSTRUCTION:**

Board will continue to evaluate the best placement based on current plans, costs would be around $68,000.00 without electricity, plumbing, etc. The board will continue to look at bids before Annual Meeting. Juli will also contact her contractor about bids.

Mike Golden made a motion to adjourn the meeting. Jerry Atkinson seconded the motion and the Board approved. The Board meeting adjourned at 11:04 a.m.

## NEXT REGULAR MEETING: February 21, 2026, AT 9:00 A.M.