

**STEPHENS HILLS PROPERTY OWNERS' ASSOCIATION, INC.**  
**(SHPOA)**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**January 21, 2023**

**Board Members Present:**

Joe Campbell  
Rich Brazzale  
Joy DeRaimo  
Tim Richardson  
Cecelia Bentz

**Accountant:**

Teresa Eddinger

President Joe Campbell called the Board meeting to order at 9:03 a.m. and established a quorum. He also wished everyone a Happy New Year!

**APPROVAL OF MINUTES:**

Through email, Chris Crowell made a motion to accept the November 19, 2022, meeting minutes, there was no meeting in December, a second by Rich Brazzale and approved unanimously.

**TREASURER'S REPORT:**

The treasurer's report ending 11/30/2022 was presented to the Board. The beginning bank balance on 11/01/22 was \$68,864.10 with credits of \$3,972.71 and expenses of \$9,878.20 leaving an ending bank balance of \$62,958.91. The combined CD balance as of 11/30/22 is \$200,125.76.

The property collections report for 11/30/2022 was presented for approval. The prior maintenance fees still outstanding are \$72,941.48; prior mowing fees still outstanding are \$12,665.00; current maintenance fees assessed for the 2022/2023 balance are \$41,471.00. Assessment fees in reserve \$10,252.24.

The treasurer's report ending 12/31/2022 was presented to the Board. The beginning bank balance on 12/01/22 was \$62,958.91 with credits of \$1,122.26 and expenses of \$1,987.25 leaving an ending bank balance of \$62,093.92. The combined CD balance as of 12/31/22 is \$200,151.26.

The property collections report for 12/31/2022 was presented for approval. The prior maintenance fees still outstanding are \$68,591.48; prior mowing fees still outstanding are \$12,665.00; current maintenance fees assessed for the 2022/2023 balance are \$40,971.00. Assessment fees in reserve \$7,836.84.

Property taxes, (approx. \$1,200) are due by the end of the month. A check will be cut today to get these paid. A check to Tom Fink was issued for fixing a water leak.

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

**Certified Final Demand and Settlement Letters:** 15 certified letters have been sent to owners in Sub II, Sections 7, 8, & 9.

**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:** [REDACTED] submitted plans for a fence and the board approved, however it appears that [REDACTED] is not using the material or layout that was submitted. This will be looked into by Chris Crowell.

**MAINTENANCE COMMITTEE:** A urinal valve in the men's restroom that was leaking was replaced by Tom Fink. He submitted a bill for \$160 which will be paid. A motion was made by Rich Brazzale to accept a proposal from Wes Wodahl to pressure wash the pavilion, restrooms, and steps for the cost of \$500, a 2<sup>nd</sup> from Tim Richardson and passed unanimously.

**Mowing Deed Restriction Letters:**

**Non-Mowing Deed Restriction Letters:**

**Sub II Boat Ramp:**

**Sub III Boat Ramp:** Previously, Tim Richardson brought to the board the suggestion of putting in an escape sensor at the Sub III boat ramp. This will allow anyone that is inside of the gate to be able to exit without using their key card. This will also work as a backup should the gate malfunction. Tim made a motion to purchase and install the sensor at a cost of \$450, a 2<sup>nd</sup> by Cecelia Bentz and passed unanimously. Tim brought a suggestion to add some seating benches at the boat ramp. There are a few concrete slabs already in place that would work great for this project. SHPOA will purchase the benches or the bench material and do a labor party with the property owners. Tim will do a little research on the cost and possible ways to secure the benches. The vote was tabled until this info is presented.

**ASSESSMENT COMMITTEE:** Robert Oroczo submitted a bid to assemble the playground equipment for \$1,000. A motion was made by Rich Brazzale to accept this bid, a 2<sup>nd</sup> from Joy DeRaimo and passed unanimously.

**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. Yearly summaries were due to Kristie by the January meeting. Still waiting on the nominating committee and Secretary/Treasurer to submit their reports.

**LITIGATION:** Still waiting on a date to meet with the judge concerning Sub II, 7,8, and 9. Since Judge Kitchens wrote our bylaws, a judge from another county will have to make the decision

**OLD BUSINESS:** No old business.

**NEW BUSINESS:**

There was discussion about our options as far as foreclosing on some of the properties that are in arrears. Some research would have to be done to ascertain the cost involved and then if the value of the property would recoup funds due and spent.

Joy DeRaimo brought up the deed restrictions that address poultry. She would like to possibly bring to the majority the option of changing the deed restrictions to allow chickens, hens only, no roosters. This would require a great deal of work as the deed restrictions would have to be changed and voted

on. It would also require restrictions on how many chickens would be allowed based on property size. SHPOA would possibly then charge for a poultry permit. All of this would have to be researched.

A motion to adjourn was made by Joy Deraimo and a 2<sup>nd</sup> by Tim Richardson. The meeting was adjourned at 10:28am.

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