

STEPHENS HILLS PROPERTY OWNERS' ASSOCIATION, INC.
(SHPOA)
BOARD OF DIRECTORS MEETING MINUTES
September 17, 2022

Board Members Present:

Joe Campbell
Rich Brazzale
Robbie Boulet
Chris Crowell
Cecelia Bentz
Tim Richardson

Accountant:

Teresa Eddinger

Admin Asst:

Kristie Fraga

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 August 20th meeting minutes, a second by Tim Richardson and approved unanimously.

TREASURER'S REPORT:

The treasurer's report ending 8/30/2022 was presented to the Board. The beginning bank balance on 08/01/22 was \$93,405.11 with credits of \$3,722.08 and expenses of \$7,495.83, leaving an ending bank balance of \$89,631.36.

The property collections report for 08/30/2022 was presented for approval. The prior maintenance fees still outstanding are \$77,221.48; prior mowing fees still outstanding are \$14,665.00; current maintenance fees assessed for the 2022/2023 balance are \$47,496.00. Assessment fees collected \$43,260.00. Assessment fees in reserve \$16,010.00.

Teresa is still waiting on a meeting with the accountant, who has not responded to her emails. Teresa will call this week. If we are unable to meet with her soon it might possibly be time to look into getting a new CPA.

There is still some tweaking that needs to be done on the financial statements.

The liability insurance is due by 9/29/22. A check will be issued for this expenditure.

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: 46 current liens in place. We had a lien paid. A release of lien will be executed.

Monthly Payment Plans: None

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

COMMITTEE REPORTS:

ARCHITECTURAL COMMITTEE: Jerry Atkinson, 11 Breezy Ridge Road, submitted plans for a storage building. It is a metal Mueller Building. Chris Crowell made a motion to approve the plans, Rich Brazzale made a 2nd and approved unanimously. An approval letter will be sent.

MAINTENANCE COMMITTEE: The trees around the clubhouse were cut down and the brush piles hauled away. We will look into getting the stumps taken care of next.

Mowing Deed Restriction Letters:

Non-Mowing Deed Restriction Letters:

Sub II Boat Ramp:

Sub III Boat Ramp: The 3rd camera has been installed and should be operational by the end of the week. The gate is still not working correctly, Tim Richardson will get hold of Gates in Motion to get it working properly. We still owe them the balance on the repair, but it will not be paid until the gate is working correctly. Joe Campbell will get the lawn service company their access keys. The subject was turned to aesthetics, and more importantly, safety of the boat ramp area. A suggestion was made by Tim Richardson about contacting SHECO regarding the possibility of putting the electric wiring underground since they hang low and there is a risk of trailed boats or other tall equipment running into the wires. The burn pile was also brought up. There are owners that are dumping their yard waste and just leaving it in a pile. We are going to ask that if owners dump their rubbish, they burn it completely and responsibly. No burning of household trash is allowed. Robbie Boulet will purchase a heavy-duty trashcan and bags. The process of handing out new access keys is going smoothly.

ASSESSMENT COMMITTEE: Rich Brazzale forwarded to board members some options for playground equipment. He will check on some local companies and on the cost for assembly.

NOMINATING COMMITTEE:

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

SMALL CLAIMS:

OLD BUSINESS: No old business.

NEW BUSINESS: No new business.

A motion to adjourn was made by Cecelia Bentz and a 2nd by Tim Richardson. The meeting was adjourned at 9:57am.

Next Regular Meeting – October 15, 2022, at 9 a.m.