

**STEPHENS HILLS PROPERTY OWNERS' ASSOCIATION, INC.**  
**(SHPOA)**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**April 23, 2022**

**Board Members Present:**

Joe Campbell  
Rich Brazzale  
Joy DeRaimo  
Tim Richardson  
Robbie Boulet

**Accountant:**

Teresa Eddinger

**Admin Asst:**

Kristie Fraga

President Joe Campbell called the Board meeting to order at 9:01a.m. and established a quorum.

**APPROVAL OF MINUTES:**

Through email and after corrections, Rich Brazzale made a motion to accept the March 19th meeting minutes, a second by Rich Brazzale and approved unanimously.

**TREASURER'S REPORT:**

The treasurer's report ending 3/31/2022 was presented to the Board. The beginning bank balance on 03/01/22 was \$34,380.95 with credits of \$2,146.16 and expenses of \$2,797.51, leaving an ending bank balance of \$33,729.60.

The property collections report for 03/31/2022 was presented for approval. The prior maintenance fees still outstanding are \$51,856.48; prior mowing fees still outstanding are \$15,165.00; current maintenance fees assessed for the 2021/2022 balance are \$28,905.00. Assessment fees collected \$39,608.00. Assessment fees in reserve \$12,358.00. Robbie Boulet turned in his receipts for the rock purchased for the Sub III boat ramp, \$2,000.00. There was a discussion about clarifying the Income Statement to reflect the realistic numbers of collectable fees and dues. This will be addressed with the CPA at year end. There are no upcoming significant expenditures.

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

**Certified Final Demand and Settlement Letters:** 43 letters were sent, to date 3 have been returned.

**Liens:** 47 current liens in place. After the Annual Meeting liens will be placed on delinquent property owners for 2021 and past dues.

**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:** There is a property owner on Lake Shore Dr that has a few dead trees that are of concern due to them falling across the road as well as on the neighbor's house/property. A letter will be sent making them aware of the situation and to take care of it. There is a house on Blanks Bend with an unfinished/deteriorating shed. A letter will be sent to them. Joe will call C & S to dig out

the drain by the basketball courts. He will also ask them to haul off the broken concrete tables down in the shelter area.

Mowing Deed Restriction Letters:

Non-Mowing Deed Restriction Letters:

Sub II Boat Ramp:

Sub III Boat Ramp: The rock was delivered for the Sub III boat ramp and Robert Orcozo spread the rock.

ASSESSMENT COMMITTEE: The 2 lots at the Sub III boat ramp have been listed with Vaughn realty for \$150,000 each. There have been several inquiries.

NOMINATING COMMITTEE: There will be 2 open Director spots that will need to be filled at the annual meeting. The President & Vice President are also up for reelection. The annual meeting will be May 15<sup>th</sup>.

LITIGATION: Nothing to report

SMALL CLAIMS:

OLD BUSINESS: The newsletter was approved and will be sent to the printer and then to the mailing service.

NEW BUSINESS: The properties at the boat ramp are on the market with Vaughn Realty and signs are on the property. Susan Vaughn has offered to donate 2 cases of water and cookies for the Annual Meeting.

A motion to adjourn was made by Robbie Boulet and a 2<sup>nd</sup> by Joy DeRaimo. The meeting was adjourned at 10:01am.

**Next Regular Meeting – April 23, 2022, at 9 a.m.**