

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

Board Members Present:

Joe Campbell
Rich Brazzale
Tim Richardson
Robbie Boulet
Chris Crowell

Accountant:

Teresa Eddinger

Admin Assistant:

Kristie Fraga

President Joe Campbell called the Board meeting to order at 9:00 a.m. and established a quorum. Property Owner Mike Monteleone attended the meeting.

APPROVAL OF MINUTES:

Through email, Ceceila Bentz made a motion to accept the February 18, 2023, meeting minutes, a second by Rich Brazzale and approved unanimously.

TREASURER'S REPORT:

The treasurer's report ending 02/28/2023 was presented to the Board. The beginning bank balance on 02/01/23 was \$61,705.94 with credits of \$106.91 and expenses of \$3,284.88 leaving an ending bank balance of \$58,527.97. The combined CD balance as of 02/28/23 is \$200,199.80.

The property collections report for 02/28/2023 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 \$38,571.00. Assessment fees in reserve \$7,238.84.

Checks to Sub II, Sections 7,8, & 9 were mailed out.

Teresa asked for a budget meeting before addressing next years proposed budget. Kristie will contact Ellen Fendley, past board member and CPA, about meeting with the board to get this accomplished.

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

Certified Final Demand and Settlement Letters: No new letters have been sent. Letters are to be sent to owners in Sub II, Section 7,8,9 that owe for past dues.

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: Dwight and Teresa Durrett submitted a drawing for a new shed for the golfcart. Chris reviewed the drawings, confirmed the building materials, and made a motion to approve, a 2nd from Tim Richardson and passed unanimously. A letter will be sent.

MAINTENANCE COMMITTEE: A big thank you to property owner's Mike Monteleone and Phil Indelicato for making the picnic tables at the Sub III Boat ramp.

Mowing Deed Restriction Letters:

Non-Mowing Deed Restriction Letters:

Sub II Boat Ramp:

Sub III Boat Ramp:

ASSESSMENT COMMITTEE: Getting the stairs leading down to the playground are next to be fixed. Tim Richardson has consulted with Mike Monteleone to get a plan together n best how to fix this problem.

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: Tim Richardson brought up the enforcing of the deed restrictions, specifically the log truck. Letters being sent out are being ignored because there are no consequences in the deed restrictions. A resident asked Tim about the minutes not being posted since October 2022. Joy DeRaimo will get this corrected asap.

NEW BUSINESS: Teresa asked about any new major projects coming up that need to be considered when preparing the budget. The answer was no. However, it was noticed that we did need to reclassify some of the assessment fees from the general operating fund to the assessment fund. Mike Monteleone addressed the board with his suggestions for repairing the steps down to the playground at a cost of approximately \$3,000.00. The only challenge would be getting a concrete truck down to where it is needed. Tim and Mike Monteleone will work on a plan to get this accomplished. There is also a small issue at Mirror Lake with the dam that Mike will take a look at.

A motion to adjourn was made by Chris Crowell and a 2nd by Tim Richardson. The meeting was adjourned at 10:18am.

Next Regular Meeting – April 15, 2023, at 9 a.m.