

STEPHENS HILLS PROPERTY OWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
August 16, 2025

Board Members Present:

Joe Campbell
Shawn Harvey
Ellen Fendley
Juli Fendley
Michael Golden – Proxy to Joe Campbell
Jerry Atkinson – Proxy to Joe Campbell

Bookkeeper:

Teresa Eddinger

President Joe Campbell called the Board meeting to order at 9:03 a.m. and established a quorum.

APPROVAL OF MINUTES:

Minutes from the Board Meeting held on July 19, 2025 are not available at this time. Shawn Harvey volunteered to take the minutes and run them through AI programming for printing out.

TREASURER'S REPORT:

\$9,889.33 beginning bank statement balance (07/01/25)(Bank of SJC)
+ 1.19 plus interest (annual rate 0.15%)
<\$881.35> expenses (checks cleared)
+ \$-0- deposited
=\$9,009.17 ending bank statement balance (07/31/25)
=\$9,009.17 Reconciled Balance - General Fund (as 07/31/25) (Bank of SJC)
+ \$8,529.79 Assessment Fee (2021) bank statement balance (as of 07/31/25) [no increase for month]
+ \$1,347.00 Assessment Fee (2023) bank statement balance (as of 07/31/25) (no increase for month)
+ \$150,000.00 CDs (separate bank as of 12/31/24)
\$22,727.03 beginning bank statement balance (07/01/25)(Vera Bank)
<\$7,172.48> expenses (checks cleared)
+ \$2,175.00 deposited
=\$17,729.55 ending bank statement balance (07/31/25)
=\$17,729.55 Reconciled Balance - General Fund (as 07/31/25) (Vera Bank)
= \$186,615.51 Total SHPOA Funds (as of 07/31/25) [\$192,493.15 at the of end June]
= <\$5,877.64> Change in Position from June 30, 2025

The financial report was accepted by the President as submitted.

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

- Neuwirth, Slaughter & Associates has completed the Annual Compilation, Year-End Financials, and has filed the 1120 Tax form. No taxes were due

Past Due Notices:

- All property owners who are past due will receive a past due statement that will go out on October 1, 2025 and give them 30 days to pay. If not paid by November 15, 2025 they will receive a certified letter.
- **Monthly Payment Plan:**
There was no new business to report regarding monthly payment plans.

Certified Final Demand and Settlement Letters:

Will go out to any property owner who is still past due after November 15th, 2025.

COMMITTEE REPORTS:

ARCHITECTURAL COMMITTEE REPORT:

- Nothing new to report

MAINTENANCE COMMITTEE REPORT:

Boat Ramps:

Sub III:

- New gate frame will need to be revised to you can't walk thru the back of the gate
- Juli will donate a game cam for the boat ramp

NOMINATING COMMITTEE REPORT:

There was nothing to report from the nominating committee.

OLD BUSINESS:

No old business to discuss as of meeting date

NEW BUSINESS:

Project for repairing and fixing the erosion problem happening at Mirror Lake. Motion made by Juli, seconded by Shawn to budget 7,500.00 for these repairs.

Teresa will contact Intuit and ask about downgrading the module we currently have due to price increase.

Teresa will contact SHECO about a line at the Sub III boat ramp interfering with the portable potty vendor being able to get to the porta potty.

Shawn made the motion, seconded by Juli to adjourn. Meeting was adjourned at 10:27

NEXT REGULAR MEETING: October 18, 2025 AT 9:00 A.M.