

1/7/2022

SAPOA Board Meeting Minutes - draft until approved at the Board meeting, March 4, 2022.

CALL TO ORDER: Kathleen Keehn, PRESIDENT 11:02am

ATTENDEES: Board Members: Kathleen Keehn, Annemarie Montera, Kaye Gagnon, Tom Powell and Jacqueline Petersen (via Zoom). Member Jo Powell attended in person and additional members attended through Zoom.

OLD BUSINESS:

APPROVAL OF MINUTES: June 9 and June 26<sup>TH</sup> Board Meeting Minutes - Kaye Gagnon, Secretary

Annemarie moved to approve; Tom seconded; approved by all; passed and accepted.

TREASURER'S REPORT: As of December 31, 2021, Annemarie Montera, Treasurer  
- Annemarie reviewed statement of revenues, expenses, changes in fund balances as of December 31, 2021, income, approved budget and variances. All expenses are within budget to date. Due's delinquency rate is down to 8.98% down from 35% in May 2021 an excellent improvement thanks to all Annemarie's hard work to help members know how much they owed. Annemarie discusses the \$4000.00 boat lease funds which should no longer need to be held by the bank. The State now holds the \$4000.00. All financials are posted to our website monthly. The Boat Lease update will be on the next meeting agenda.

NEW BUSINESS:

Installation of new board members and Election of officers:

Architectural Representative and Vice President – Tom Powell

Kathleen Keehn motioned; seconded by Annemarie Montera; approved by all; passed and accepted.

Board Director at Large – Jacqueline Petersen

Kaye motioned; seconded by Annemarie Montera; approved by all; passed and accepted.

Kathleen Keehn - President

Annemarie Montera nominated; Tom Powell seconded, approved by all; passed and accepted.

Annemarie Montera – Treasurer

Kathleen nominated, seconded by Kaye Gagnon; approved by all; passed and accepted.

Kaye Gagnon – Secretary

Annemarie Montera nominated; seconded by Tom Powell, approved by all; passed and accepted.

#### DISCUSSION OF SAPOA 2022 CALENDAR:

Annemarie Montera presented an Annual Meeting Calendar which will be posted on the website once the room reservations have been verified with Gardiner Center.

#### DISCUSSION ABOUT DELINQUENT MEMBERS:

Annemarie Montera reviewed the 8.98% delinquencies:

17 members are behind for 2021-2022

20 members have been sent 3 letters requesting payment

Annemarie put forth suggestion that once a member is 5 years behind a lien be issued. Members will be responsible to pay the \$200 fee to place the lien to SAPOA and will then need to go to the Courthouse to clear their liens. SAPOA Board will supply the Lien Release paperwork.

Finance arrangements are and can be made with the Secretary, if monthly payments are being made, we won't lien on property behind by less than 5 years.

#### DISCUSSION OF COMMON PROPERTIES:

Kathleen Keehn reported the Muscle Beach Road Crew has had 1 work session. Trees hanging over the road have been reported, in the interest of safety those will be removed when working conditions are appropriate.

Tom Powell reported the sealing of Muscle Beach Road would make the road more slippery. The Board decided not seal the road.

#### DISCUSSION OF STANDING COMMITTEES (BY LAWS, FINANCIAL/BUDGET, COMMON PROPERTIES):

By Laws - Bruce will chair the By Law Committee, thank you Bruce.

Financial/Budget – Annemarie reported she wants the committee to develop rules for good management of funds, review of the budget and audit the books. The Board discussed the pros and cons of quick book vs. Excel. Due to cost and access to excel being lower and readily available, SAPOA will use excel.

#### OTHER ITEMS:

##### CORRESPONDENCE FROM MEMBERS

Scott Wagner – has sent correspondence expressing concerns about an easement on or near his property. This is not a SAPOA issue and he has been referred to DPAA and his Plat neighbors during a Sunday morning telecon with Kathleen Keehn in January, 2022. The plat has volunteers working with Scott Wagner and the Board requested Tom Powell to assist as the entire membership of SAPOA has voting rights on any changes within the Industrial Plat.

Roles and responsibilities: We need to continue to encourage each Plat to have architectural rep name or committee members posted on the SAPOA website. Some members may mistakenly think the SAPOA rep has plat responsibility for enforcement and compliance which they do not. Plat 6 and 7 had a block party to encourage working together. After a discussion the Board decided future meetings will include agenda time to break people into Plat subgroups to enable neighbors to get to know one another, to encourage having emergency plans and select architectural representatives. Allocate 30 minutes at the next meeting.

Brent Hunsaker Correspondence – this is a plat issue, Kathleen will discuss with Brent.

Next SAPOA General meeting is March 4, 2022 at 11am in the Gardener Community Center.

#### DISCUSSION:

SAPOA is responsible for common properties. SAPOA has nothing to do with enforcing covenants except in being sure no private owner infringes on SAPOA common properties. Property owners are to work within their Plats to resolve issues. In the absence of Plat Architectural Representatives, SAPOA's Architectural Representative has filled in to help property owners with Plat Covenant adherence. Within basic reason, if there is not a restriction in the Covenants then the owner is generally not restricted as long as there is consensus within the Plat membership. It is always a good thing to ask your neighbors about what you are wanting to do. The SAPOA or Architectural Representatives are responsible to provide guidance based on the rules set forth in the Covenants as written.

Q and A:

None.

#### ADJOURNMENT:

Annemarie moved to adjourn at 12:01, Kaye seconded, all approved, meeting closed.