

Sylvan Shores Property Owners Association

Board Meeting Minutes

December 1, 2018

Call to Order: Larry Jones, President called the Board Meeting to order at 2:00pm

Roll Call: Larry Jones, Joanne Folkert, Arlene Grover, Ed Haberman, Bret Bussman and Shirley Pierce

Review the Minutes Meeting: August 24, 2018 –Arlene Grover made the motion to except, Joanne Folkert seconded the motion, and all were in favor

Additions to/Approval of Agenda: Joanne Folkert made the motion to approve agenda, Ed Haberman seconded the approval, and all were in favor

Treasure's Report:

Revenues As Of 11/29/18		
Assessments Collected	\$	165,614
Interest Income	\$	3,997
Springer Collections	\$	2,408
Camping Income	\$	18,804
Total Income	\$	190,823
Capital Reserve Accounts: as of 10/31/18		
3 State Farm CD's - 60 Mo Matures 10/19	\$	81,823
State Farm CD - 60 Mo - Matures 3/20	\$	26,986
4 State Farm CD's - 60 Mo - Matures 1/22	\$	103,703
Total Capital Reserve Accounts	\$	212,512
Funds Available as of 11/30/18		
Petty Cash	\$	100
Checking Account - Unity Bank (Land savings \$3,461.61 incl in checking)	\$	24,517
Operating Expense Savings Acct - Unity Bank	\$	128,665
Total Funds Available	\$	153,282

Finance Report – Arlene Grover

Since our meeting on August 25, the office has sent out bills to all property owners that had a balance due. Since then, we have received over \$10,000 on past due accounts. The office has also updated all the accounts that were previously given to Springer Collections. In addition, the office has given Springer Collections new accounts. Springer Collections now service approximately 40 past due accounts for us. SSPOA has filed a lien on 39 properties that were past due and/or in "Non-Compliance for other reasons." We have received payment of past dues on 5 of those accounts; and released the lien on one. The others are still non-compliant with other issues. As of this date, it appears that we will receive income very close to or even over what we had budgeted for 2018. However, we have had a lot of additional unexpected expenses. There were several instances of trees down at the Clubhouse & at the campground. Right now, there is a dead tree that must come down at the campground before the 2019 season and a couple here at the Clubhouse that really needs attention. We are hoping these will be taken care of yet in December.

Architectural Report – Ed Haberman

Only 2 approved Building Permits

Entertainment Report – Joanne Folkert

The Sundaes on Saturday event was attended by 100 people. The ice cream was enjoyed by all on a nice warm sunny day! Thank to Bret and Terrie Bussman, and Polly Brown for serving us. August 25, 2018 was the Picnic/PIG Roast. We recognized all the new owners who attended. We welcomed all owners who have purchased property in the past four years. Games begin at two o'clock. Dinner was served around 4pm when the PIG was ready! It was a good time to meet our neighbors and build our community together. Following the Dec 1st meeting, we will celebrate by enjoying the evening together with conversation, games, food and laughter. Again, thank you to all who have helped put all the events together.

By-Laws/Covenants Report – Bret Bussman

The committee met and addressed request from the Board of Directors. This will be taken up under New Business.

Unfinished Business:

New Website: Larry Jones announced Kayla had finished the website and would update it as needed

Open Board Position: Scott Anderson left the Board, Board decided to stay with 6 people till voting in March 2019. Ed Haberman made the motion, Shirley Pierce seconded the motion, and all were in favor.

Community Center – Red Grainery: Removal Completed Nov. 2018

Highway 17 Red Barn: (See attachment #1)

It is unsanitary, liability and too expensive to update. Joanne Folkert made a motion to remove the Red Barn, Bret Bussman seconded the motion, and all were in favor.

Non-Compliance:

Non-Compliance issues of Junk vehicles, garbage etc. The list has been reduced from 42 down to 19. We have had response from several property owners getting the vehicles license's updated and removing junk. One old trailer was removed, and that family is working on cleaning up additional garbage on that property. We thank those non-compliant property owners for cooperating. In our notices to the non-compliant owners, we provided them a list of places they can take their extra vehicles or have them picked up (sometimes for free), and places they can donate "good usable" items. To the property owners that continue to defy our Compliance rule & do not pay the non-compliant fee, we will be considering filing a lien on those properties or going to court to get a judgment. Kayla & I will be doing another "drive by" next week and will again bill the \$100 per month fee to those that have not cleaned up their act.

New Business:

Todd County Commissioners Meeting & Township Meeting:

Joanne Folkert has been talking with Barb Becker. December 5, 2018 will be the next meeting and a few board members will be attending. Arlene Grover suggest to all property owners to attend your township meetings.

By-Laws Update:

Article 1 (D) Definitions reads as follow:

“Common Properties” means and refers to those areas of land shown on any recorded subdivision plat, including any buildings(s) or other improvements thereon, and also including any so designated properties subsequently acquired by the Association.

Amend to Read:

Article 1 (D) Definitions

(D) “Common Property is defined as the Club house, all private landings, campground, community center, yard waste area, barn property, platted trails and the lots associated with each area.”

Ed Haberman made the motion to change By-Laws Article 1(D), Shirley Pierce seconded the motion, and all were in favor.

Adopted X **Failed** _____ **Referred** _____ **Amendment** _____

Article IX The Board of Directors, Section 3. Election of Directors (B) reads as follow:

(B) Between the first and fifteenth day of March, any Member in good standing may file with the Secretary of the Association a statement of his or her candidacy for election as a Director of the Association for the term beginning immediately following the annual meeting of the Association held after the filing of such statement. The Secretary of the Association shall cause notice of each candidacy and a brief biography and vision statement from each candidate to be included in the notice of such annual meeting.

Amend to Read: (No change – adding Additional Verbiage)

(B) Between the first and fifteenth day of March, any Member in good standing may file with the Secretary of the Association a statement of his or her candidacy for election as a Director of the Association for the term beginning immediately following the annual meeting of the Association held after the filing of such statement. The Secretary of the Association shall cause notice of each candidacy and a brief biography and vision statement from each candidate to be included in the notice of such annual meeting.

(1) Any member running for an office for the SSPOA must submit to and receive a favorable background check. A person will be deemed as unfit to run for office if they have been convicted of any felony, convicted of any crime of being a type of sex offender, fraud, drug related, assault, battery or theft within the last 7 years. Also, if a person shows a pattern of non-complying with the law or SSPOA Covenants or By-Laws, they will not be eligible to run for office.”

Arlene Grover made the motion to change By-Laws Article X(B), Joanne Folkert seconded the motion, and all were in favor.

Adopted X **Failed** _____ **Referred** _____ **Amendment** _____

Article IX The Board of Directors, Section 13. Resignation reads as follow:

Section 13. Resignations. A Director of the Association may resign at any time by giving written notice to the Board of Directors. Such resignation to take effect at the time of receipt of such notice or at any later day or time specified therein. Unless otherwise specified therein, acceptance of a resignation shall not be necessary to make it effective. Once a Director/Office resigns their eligibility to become a Director and/ or Officer, he/she will not be eligible for appointment or election until after their original term would have ended.

Amend to read: (No change – adding Additional Verbiage)

Section 13. Resignations. A Director of the Association may resign at any time by giving written notice to the Board of Directors. Such resignation to take effect at the time of receipt of such notice or at any later day or time specified therein. Unless otherwise specified therein, acceptance of a resignation shall not be necessary to make it effective. Once a Director/Office resigns their eligibility to become a Director and/ or Officer, he/she will not be eligible for appointment or election until after their original term would have ended.

(1) “If within 6 months prior to an election, a board member resigns, and new board member is appointed, for the newly appointed board member, that time will not count the same as being an elected board member. That person would be eligible to be elected to the next 2 consecutive terms. This is retroactive to April 2018.”

Joanne Folkert made the motion to change By-Laws Article IX – Section 13 Resignation, Ed Haberman seconded the motion, and all were in favor.

Adopted X **Failed** _____ **Referred** _____ **Amendment** _____

Campground Motion- Repairs:

Discussion of needed upgrades & maintenance of the bathhouse, 6 air dryers for the bathrooms, trash cans, frisbee golf stations, new posts & numbers for camp sites, CG benches near playground, cement slab for the basketball hoop area improvement and fish house need new screen & paint.

Joanne Folkert made motion, Ed seconded the motion, and all were in favor.

Swimming Pool:

Give free swimming for the 2019 season to the following:

- Spouse/Domestic partner
- Child/Step-Child/Child of Domestic partner
- Parent/Step-Parent/Parent of Domestic partner
- Grandparent/Grandparent of Step-Parent/ Grandparent of Domestic partner
- Sibling/Step-Sibling/Sibling In-Law
- Mother/ Father In-Law
- Grandchild/ Grandchild of Domestic partner

Joanne Folkert made the motion, Bret Bussman seconded the motion, and all were in favor.

2019 Budget:

Arlene Grover made the motion to change 2019 Budget to include updating Security Camera's and therefore made motion to approve 2019 Budget showing income of \$204, 191 and expense of \$226,239. Ed Haberman seconded the motion, and all were in favor.

Open Forum:

Suggestions for upgrades to security camera, mowing Pine Island Landing, barn area go back to nature, install Pine Island landing gate, and suggestions to use Small Claims Court on Non-Compliance. (See attachment #2 of Potential Capital Improvements)

Larry Jones motioned adjourn meeting, Ed Haberman made a motion, Joanne Folkert seconded the motion - Meeting adjourned next meeting March 16, 2019

By-Laws Amended Sylvan Shores Board of Directors December 1, 2018

History of the Red Barn

When Sylvan Shores was established the developer purchased the Barn (only) of the Grey property. The property line is very close to the Barn 10 to 15 feet. The Barn was used for storage of Paddle Boats, Picnic Tables, Lawn Mowers and the Tractor until the storage shed was built in mid to late nineties.

Since the time it has been of little use to the Association.

In approx. 1996 a new roof was put on and the Barn was painted. Since that time, it has not been maintained. It was used a few years to store small Boats (only one or two).

In recent years the roof has been deteriorating. A large group of pigeons have nested in the Silo; there is a door which closed off the Barn from the Silo. Somebody removed the door and didn't replace it in the past few years. Subsequently the Barn has been invaded with pigeons, and it now is hazardous site of dead pigeons and manure.

The shingles on the roof have blown off into the yard of the house; the roof is beginning to collapse. Your Board views this building as a health hazard to the family that lives next door or anyone that happens to go inside.

This is the process your Board has used to reach a decision that would be the most beneficial to SSPOA.

Cost:

Insurance on Barn - \$100.00 yearly
Would be -0- if Barn & Silo are removed
Mowing \$100 a month – June to August

Repair:

Roof replacement only estimate \$34,000 + 12,000 from Service Master Cleaning to clean inside of the Barn of pigeon feces and odors

Evaluation:

Taxes 2017- County Valuation of \$6700.00 & taxes were \$116.00
If Barn & Silo are removed – taxes should be approximately \$50. (land only)

Selling:

Approached from Thomas & Delores Leinbach for \$1,000.00 in October 2017- offer was denied Nov 1, 2017

Leasing:

We attempted to draw up a Lease with the Leinbach's but they could not put Insurance on it. Thus, we could not give them a lease.

Decision:

We have concluded that Sylvan Shores benefits the most by having the Barn & Silo removed. We have a Bid of \$9,770.00 to tear it down and clean up the area.

Benefits to SSPOA:

We will not maintain this property and let it go back to nature. It could still be used for a garden area.

Sylvan Shores POA Future Capital Improvements to be considered:

1. CLUBHOUSE ROOF. Due to its age, will need to be replaced by 2022, if not before. Maybe should get bids in 2019 to see the cost to plan for. Insurance company said our insurance will not go down with a new roof. Agent also said that they recommend steel roof with 1" foam underneath -which should reduce heating & air conditioning.

2. CLUBHOUSE: Front Deck & Handicap ramp on north side.

a. This is original decking. Possibly replace deck with non-wood product that would be skid proof.

b. Replace rails to match with non-wood product.

c. Look at possibly reducing deck width on west side - and move the ramp to come on to the west side deck. We have extreme problems keeping the ramp on the north side free of ice. It would get more sun if it came on to the deck on the southwest corner.

d. Replace Concrete steps - They are cracked and some crumbling from being hit by a 4-wheeler in spring of 2018. Replace either with concrete or consider non-wood product.

3. CLUBHOUSE - Pool area

a. Needs more permanent shade. Consider a stationary Pogola put on the north side of the pool instead of Umbrellas on the tables- could be wood or non-wood. (Pogola's have slatted roof to cut off the sun, but let breeze)

4. CLUBHOUSE area:

- Research putting up a picnic shelter of some sort with roof. Consider having permanent counter for serving with electric available, maybe behind locked doors.

CAMPGROUND

1. CAMPGROUND:

- Research putting up a picnic shelter with a roof and have tables there for group gatherings.

2. CAMPGROUND:

a. Reroof the bathhouse - possibly remove "bubble" rather than replace it; because it has previously leaked several times. To be considered is that the bubble does provide light to area under it. - 2018 estimate \$6,000

b. Property owners do ask to have the electrical "upgraded" to a higher voltage. Note that the new state laws won't allow us to upgrade a few sites. Our understanding is that we would have to upgrade all the sites in the campground that we pay the County license for, which would include even the "Tent Only" sites.