

SQHOA Meeting Minutes December

Call to order.

A monthly meeting of the SQHOA Board was held on December 20, 2023 at the Monclova Community Center. It began at 7:00 pm and was presided over by John-Michael Smith with Rebecca Wiklendt as Secretary.

Attendees:

Voting Members in attendance: John-Michael Smith (President), Parnella Baul (Treasurer), Rebecca Wiklendt (Secretary), Michael Nowak (Trustee), Karen Bates (Trustee) – Quorum present to conduct business

Guests in attendance: None

Members not in attendance: John Walczak (VP)

Approval of minutes

A motion to approve the minutes of the November 15, 2023 meeting was made by John Michael Smith. The motion to approve the minutes from the previous meeting passed.

Officer's Reports

The Financial Report was emailed to the Board for review by Parnella Baul.

The Delinquency Report was emailed to the Board for review by Parnella Baul.

Other reports

The DR Violation Report was presented by John Michael Smith.

- We will have Erin review homes for signs during her December review and send another letter if signs are still present.
- We will have Erin send another letter for mailbox violations.

The ARC Requests were submitted by John Walczak.

Approved requests

- Jeremy and Sara Langenderfer, 2835 Back Bay Dr – Backyard landscape removal

The Grounds/Pond Committee Report was submitted by John Walczak.

The following items should be considered in the 2024 budget process:

- Pocket Park Pond Fountain replacement – Cost \$16,468.83 (plus extra electrical TBD)
 - Zebra Mussels stalled the west large fountain and the service technician has determined it cannot be repaired because of the electrical overload. Also, the control panel and wiring has been damaged.
- Renew Jones Lake Management Pond Service – Cost \$13,625.80

- Landscaping contract renewal/new vendor
- Main Entrance electrical repair – west side. Cost TBD
- New vendor needs to be chosen for split rail fence repair along Salisbury Road - Cost TBD
- Cul-De-Sac shrubby and landscaping improvement (9 islands) - Cost TBD
- Large Pine trees at the west side of the entrance are diseased - Cost TBD
- Adding electricity to Stony Quarry Blvd Islands for holiday lighting – Cost TBD

The Welcome Committee Report was not presented. We currently do not have a Welcome Committee.

Old Business

No old business.

New Business:

- Signing of Action Without a Meeting Items (See attached)
- Treasurer
 - Update on meeting with Erin Osstifin, REMAX Property Manger
 - Budget presentation
- SQHOA using cash basis for accounting, not accrual basis as is stipulated in the Code of Regulations. Erin Osstifin will begin using accrual basis for accounting to be in compliance with the SQHOA Code of Regulations (Section 4.16 – Accounts and Reports). SQHOA will continue to file income tax on a cash basis to reduce tax preparation costs.
- Service fee of 5% being charged for delinquent accounts. The SQHOA Code of Regulations stipulates past due assessments shall be charged interest at the rate of 5% per annum (Section 8.2 – Interest and Costs). This will be changed in 2024 to be an interest charge. Erin will change the wording on the invoices and change the assessment of charges.

Homeowners Forum:

Nothing requested.

Main motions


1. Enter into new REMAX contract reflecting 30-day termination notice to bring our contract in-line with the SQHOA Code of Regulations (4.15 Management Agent item (b)). Motioned by John Michael, 2nd by Mike. Motioned carried with all in favor.
2. Move \$29K contingency funds to a 9-month CD with Waterford bank to earn more interest. John Michael motioned, 2nd by Karen. Motioned carried with all in favor.
3. Place lien on all homes which have delinquent maintenance dues. Motioned by John Michael, 2nd by Mike. Motioned carried with all in favor.

Action Without a Meeting from 11/27/2023:

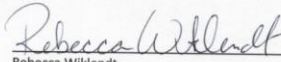
John-Michael moves to bring Parnella Baul and John Walczak onto the Board to fill their Trustee positions vacated due to a procedural error which occurred at the 2023 Annual Meeting on November 15, 2023. Rebecca seconds the motion.
John-Michael, Rebecca, Michael, and Karen all voted in favor. Motioned carried.

John-Michael moves to have Parnella Baul fill the Treasurer position on the Board. Rebecca seconds the motion.
John-Michael, Rebecca, Michael, and Karen all voted in favor. Motioned carried.

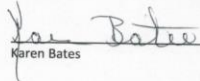
John-Michael moves to have John Walczak fill the Vice-President position on the Board. Rebecca seconds the motion.
John-Michael, Rebecca, Michael, and Karen all voted in favor. Motioned carried.



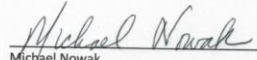
John-Michael Smith



Rebecca Wiklendt



Karen Bates



Michael Nowak