



Board of Directors Meeting Minutes

March 6, 2018 at 6:30 PM Place: 12122 Butternut Circle

Attendees:

- Brian Broadhurst jbrianbroadhurst@gmail.com
- Chet Carbaugh chet.carbaugh@charter.net by phone
- Roxana Ceausu roxy_jc@yahoo.com
- Paul Hester pdhester@gmail.com
- Tim Phillips tgphillips@icloud.com
- Shane Pohlman dying2ski@yahoo.com

1) Call to order – 6:32 PM Shane

2) Approval of Minutes with changes to Garage Sale committee which is an open position at this time

3) Open issues Tim/Shane

Grounds Maintenance Chet

- a) Key Card Update – will be proceeding with getting cards active, many glitches possible.
- b) Street Light Update – location staked, should be done no later than end of April 2018
- c) Front Sign Light Conversion March with street light install. Board to consider adding 2 lights at front entrance.
- d) Mowing - Insurance certificates
 - (1) Insurance certificates – meets criteria
 - (2) Scope of work letter – has not been received yet, Chet to work on draft and present to BOD
- e) Mulching – Has been completed
- f) Water backflows - Reinstalled in by 4/1/18
- g) Dead bolt conversions - Cost for changing locks to update to smart keys is \$100/location for changing locks. Motioned to approve changing the lock made by Tim/ Shane.
Motioned carried

- h) 3rd Party equipment parked in SHA Recreation Area Chet
- i) 2018 SHA Limited Memberships
 - (1) Copy of Stingrays signed agreement pending Chet & Shane
 - (2) Non-Resident Limited SHA Memberships Shane
- 4) SHA Planning Committee - No submittals received in February Chet/Paul
 - a) Committee members Chet Carbaugh
Paul Hester
Dirk Pohlman
Michelle Broadhurst
Brad Rector – new addition to members

Meeting will be last Monday of each month with a submittal deadline of 7 days prior to monthly meeting
- 5) New business has been discussed and addressed
 - a) Financial Report, Budget, 2018 Dues Invoices Tim & Brian
 - i) 022818 YTD Statement of Receipts & Disbursements
 - ii) 022818 YTD Statement of Income & Expenses
 - iii) 022818 Statement of Assets, Liabilities & Equity
 - iv) 022818 YTD 2018 Sugarwood Owners Invoiced Dues & Payments
 - v) Status re legal action on prior year delinquent accounts
 - vi) 2018 SHA member dues invoice follow-up
 - (1) Original Invoice dated February 12, 2018, ‘Due on Receipt’
 - (2) Past Due notices to be issued week of April 14th to allow an extra time for payments paid shortly after due date.
 - vii) Assessments not paid within 30 days of invoice are delinquent and subject to a 10% per annum interest charge¹.
 - b) Committee Reports will be addressed at next meeting
 - i) Pool & Recreation Areas Paul
 - ii) Website updates Paul
 - iii) Posting Annual Meeting & BOD Meeting Minutes Paul
 - iv) Social (Calendar, Facebook & Newsletters) Shane

¹ Article X, 2017 Bylaws; consistent with Article XI of the 2007 Bylaws

- c) Other Issue(s) – Garage sale set for 4/14/18, will be advertised in Farragut Press,
NextDoor, Facebook and Craigslist Shane

- 6) Next SHA BOD Meeting (date, time & location) – April 2, 2018 at 6:30 pm at Broadhurst
residence

- 7) Adjournment – 7:35 pm