

SHADOWCREST HOA MEETING
November 18, 2021 Minutes

The meeting was called to order at 7:01 p.m. on the Zoom meetings platform by President Gabe Neal.

Members present: Gabe Neal, Kathryn Neal, Ann Savell, Melanie Harry, Nicole Mack, Paul Greer, Kelli

APPROVAL OF MINUTES

A motion was made to approve the minutes of our last meeting held on October 7, 2021. The motion was seconded and approved by all attending members.

OLD BUSINESS

1. Election of Officers
 - a. President - Gabe
 - b. Vice President - Kelli
 - c. Secretary - Ann Savell
 - d. Treasurer - Jordan
 - e. Website Director - Melanie Harry
 - f. Hospitality - Kathryn Neal and Nicole Mack
 - g. Pool Gate Keeper - Melanie Harry
 - h. Pool Director - Kyann
 - i. Landscape - Jordan
 - j. Violation Letter Reviewers - Kelli and Jordan; Kathryn will assist.
 - k. Newsletter - Nicole, and Ann will assist. Discussion on what the contents should be, sending it via mail and digitally, and how often to send it per year.
 - l. Action: Each position was unanimously approved.

2. Budget for 2022:
 - a. Discussion:
 - i. Reviewed profit/loss report from January to October, 2021.
 - ii. We have been spending about \$4,000/month.
 - iii. We would like to ask Tiffany York at Association Services what the charge for "Record Keeping" is for. (Gabe to report back)
 - iv. Create a line to set aside funds for "Special Projects" to cover things like brick wall repairs or for any overage in the pool renovation costs.
 - v. Expenses are likely to go up, particularly with inflation and labor costs for some of our maintenance companies.
 - b. The board proposed that we take this year's budget, increase it 5%, and then add a line for \$30,000 in pool renovations.
 - i. Seconded and approved.
 - c. The next topic was setting dues for next year.
 - i. \$380 was proposed.
 1. Seconded and Approved unanimously.

3. Kelli will email Tiffany York to see if the Association Services drive-bys are still occurring to check for violations. We haven't received any notices in a long time.
4. The board reviewed feedback from HOA members about bylaws and Deeds to produce a final (or near final) version to put forward for vote by all the HOA. Reviewed and Discussed:
 - a. Determine the threshold necessary to amend bylaws--The board agreed upon 51% of neighbors (members).
 - b. The board agreed with the update to language suggested by Mr. Becker.
 - c. The board prefers the bylaws be clarified such that there are always 10 board seats that exist, and that in the event of an open position for any reason, at any time, the board can appoint a member of HOA to the open position.
 - d. The board agrees with the option for deed restrictions to be automatically extended for terms of 10 years upon their expiration, unless there is a vote to remove them.
 - e. Amount for annual dues will probably need to be raised. It is currently set at \$357 in the Deeds & Restrictions and is set to expire. The new amount needs to be set.
 - i. A vote will be held at the next HOA meeting to confirm the new amount for annual dues and the budget for next year will be set.
5. The board anticipates having the final drafts of three documents ready in the coming weeks, and discussed the best method for acquiring signatures from the HOA members (neighbors). Current ideas for the process are:
 - a. The proposed documents will be published to the HOA website, along with a "reasons for the changes" document for each.
 - b. An email will be sent out to members indicating they can review the documents on the website as well.
 - c. A docuSign will be emailed to all owners that they can complete online.
 - d. Association Services will mail a clean copy of the proposed Bylaws and applicable DC&R, along with a "reasons for the changes" document for each, and a signature page for them to mail back.
 - e. If the board does not receive the requisite signatures via paper or docuSign, signatures will be collected in person.
6. Due to time constraints, the review of feedback from HOA members about the pool renovation will be postponed to the next meeting, at which time the board intends to produce feedback for PACT to incorporate into a final (or near final) design.

NEW BUSINESS

1. Should the HOA host a national night out gathering for the neighborhood?
2. There are areas in the pool where the bottom surface is damaged. This will be discussed with the pool maintenance company. (Kyanne to report back)
3. We would like to get a new landscape company or at least bid that out. This will be discussed in the future. (Kyanne to report back)

The meeting was adjourned at 8:30 pm.

The minutes for this meeting were prepared by Ann Savell.