

Shawnee Acres Homeowner's Association (SAHA)
Executive Board Meeting Minutes
June 25, 2024 – 7:00 p.m.

- I. Call to Order / Welcome :** John Mitchell, President – 7:09pm
- II. Roll Call**
- a. Board members present – John, Marion, Nora
 - b. Quorum present - Yes
- III. Approval of Minutes from Previous Board Meeting – February 27, 2024**
- Motion by John, second by Marion, unanimously approved
- IV. Treasurer's Report – Nora Mastrosimone**
- Past due assessments totaled almost \$8,000.00 when Nora became Treasurer. Currently, is approximately \$4900.00.
- Pre-lien notices will be going out to all in arrears for multiple years.
- Current Checking account balance - \$28,449.54
- Current Money Market account balance - \$11,440.74
- No current outstanding bills.
- V. Old Business**
- a. Bylaws – Filed with Recorder of Deeds of Sussex Co. on 04/25/24
 - b. Drainage Project
There was a delay in DNREC receiving permission letters back from several affected property owners. Per John, they will be clearing and/or grading only the center of the ditches to improve the flow of water and drainage. They are also addressing the retention ponds at Hearthstone. It has been confirmed that Shawnee Acres Addition owns and is responsible for the retention pond there.
 - c. Entrance Maintenance – Weeds have been pulled and pre-emergent applied. It has been noted that one of the feathers has fallen off the east entrance sign. John will contact Rogers Signs about having it fixed.
 - d. Quickbooks & Laptop – Quickbooks up and running and proving to be very helpful in preparing invoices and managing the checkbook. John made a motion to purchase an economical but efficient laptop, seconded by Nora.
 - e. Website – Marion offered to donate a one-year subscription to the website service as a trial run. After discussion, John made a motion for the HOA to pay for it as it would save the Association in mailing costs in the long run. Nora seconded, all in favor.
- VI. New Business & Discussions**
- a. Process for Amendments to Deed Restrictions
 - 1. Request for change to reflect fences up to 6 feetOther issues that should be explored:
 - Chickens
 - Fuel / oil tanks

A Workshop will be scheduled for August for residents to discuss the amendment process and potential language for possible amendments.

b. Scheduling

- 3rd Quarter Board meeting – To be held 09/11/2025 at 7pm.
- October meeting –
- Nora will contact the police station to inquire about using their community meeting room for the workshop and general meeting.

c. Nominating Committee for Elections - Nominating Committee is no longer required per the recently accepted Bylaws. Notice of seats up for election must be given 60 days prior to election.

VII. Open discussion

- a. Holes in the roadway on W Saratoga have been noted. John contacted Rep. Shupe's office who in turn contacted DELDOT. Tim Phillips is working on it.
- b. DELDOT has put in a work order for the installation of signs regarding vehicles over certain weights/axles.
- c. Vicky Hudson called in to the meeting to provide an update on her property. She especially wanted to thank the community for the kindness and comfort offered in the aftermath of the house fire. She has finished cleaning it out and is in the process of selecting a contractor to complete the repairs or new construction. She will keep the board advised as things progress.

VIII. Executive Session

a. Deed restrictions violations

Some letters did go out and more will be forthcoming. A big thank you to the residents who made the necessary changes so quickly!

IX. **Adjourn Meeting – 8:40pm**

Board of Directors

- | | |
|-------------------------------------|--------------|
| • President – John Mitchell | 302-270-3421 |
| • Vice President – Doug Carlino | 302-222-0937 |
| • Treasurer – Nora Mastrosimone | 631-523-6006 |
| • Secretary – Marion Chandler | 302-393-9276 |
| • Member at Large- Veronica Hoffman | 732-245-2967 |