

JORDAN SPRINGS TWO HOA, INC.
ANGENDA FOR BOARD OF DIRECTORS MEETING
THURSDAY February 24, 2022

2022 YEAR

1ST BOARD MEETING

1. 6:00 P.M. Bring meeting to order (President, HOA Name, Meeting at Mile Tyger River Library) Would secretary make sure everyone is signed in that is in attendance.

TURN OVER TO SHANNON TO READ

2. Secretary: Read minutes from previous meeting (December 7, 2021)

Leave copy for President and Vice President to approve.

3. Treasurers Report:

Old Business:

1. Election Held: The Board is as Stands for 2022. President: Stephen Novak, Vice President: Bryant Taylor, Secretary: Shannon Adair, Treasurer: Jose Santiago.

2. HOA Billing for 2022 remains at \$140.00 per Home, late fee starting on February 1st of \$25.00 and same amount added at the 1st of each month till Dues are paid in full. Mailed Billings out to each Homeowner on December 8th, 2021 along with communication letters.

New Business:

1. Renewal of Contract for Mowing of Front Entrance and Spraying of Roundup.

Total Cost: \$400.00 for March 1, 2022 thru November 18, 2022 includes 17 mowing's @ \$20 each and 2 spraying @ \$30 each = \$50. Per month.

Contract to be reviewed: Please Read and initial for approval by Board Members.

2. Renewal of the HOA Insurance will be due on May 24, 2022. Is there anyone on the Board that would like to check on prices for the next year. The policy ~~will have~~ ~~to~~ coverages will have to remain the same. The premium for the last insurance was \$938.00 for 1 year. That covered May 2021 to May 2022.

Or we can choose to go with the same company and get a quote as it will probably be within the same range.

3. Mulch: President is willing to pick up Mulch and spread mulch for cost savings by buying in bulk, with the approval of the Board, that the full cost of the mulch will be reimbursed: Receipt will be given to the Treasurer for the cost: at this time the cost is unknown as it will be bought in bulk.

4. There were 5 late notices for 2022 HOA dues mailed, 2 of those have been paid along with the \$25 late fee in full, and now at this time we have 3 homes that have not paid there 2022 HOA Dues. *Received call on 1 - mailing out.*

5. we need to go over the IRS form 1120-H to turn in for the Jordan Springs Two Homeowners Association, Inc and approve. So, if Jose is Ready with the form, we will let him go over the form and approve sign and make copies for each Board member and Jose as treasurer will be responsible for signing and mailing.

6. We need to Schedule for the 2nd meeting of 2022. If it is agreeable to all Thursday May 26th 2022 at 6pm again here at the Tyger River Library.

Tuesday 24th —

7. Adjourn Meeting: Time Ended: *6:25 PM*

**JORDAN SPRINGS TWO HOA, INC.
AGENDA FOR BOARD OF DIRECTORS MEETING
TUESDAY MAY 24, 2022**

2022 YEAR
2ND BOARD MEETING

1. 6:00 P.M. Bring meeting to order (President, HOA Name, Meeting at Middle Tyger River Library), Please ask the Secretary to make sure everyone that is attending has signed in.

- Shannon is tied up at school -*
2. Secretary: Please read minutes from previous meeting (February 24, 2022) Leave copy for President and Vice President to approve. - *Can get everyone a copy on request*
3. Treasurer's Report: Presented by Jose Santiago.

Old Business:

- 1. The IRS Form 1120-H was completed by Jose Santiago, Treasurer, and to mail out in time, the President mailed the completed form to the IRS with return receipt.**
2. Had 5 Homeowners Dues that were late on payments, 2 had paid by the previous meeting with one late charge collected for each, and 3 were outstanding.
3. Now all Dues have been collected, with the last 3 HOA Dues being collected and included late payment charges applied and paid in full.
Total late payment charges for Dues came to \$200.00
4. At this time all HOA dues for 2022 are paid in full.
5. Amanda Bennett agreed to contract and Front Entrance Maintenance began on March 1, 2022 and will go thru until November 18, 2022.
6. Mulch: President did volunteer pickup Mulch and spread for the cost of the Mulch.
7. Renewal of Jordan Springs Two HOA remained with Auto-Owners Insurance company. The policy will remain the same on coverage and the Premium did May

change from \$938.00 to \$949.00 with an increase of only \$11.00. This will cover 1 year from May 24, 2022 to May 24, 2023.

New Business: Signs - Vote taken
All in favor - yes, yes, opposed -

1. How would the Board like to notify the HOA community members of each date the Board will hold meetings? Examples, (sign like the one for the annual meeting which also represents one of the 4 mandatory meetings for each year). 3 signs that the day can be changed if we continue to hold on the months scheduled, can send out letters each time, anyone have an idea.

CAN WE VOTE ON THIS ACTION? -

2. Summer letter to be sent out to members to let the community know where the HOA now stands. April 2022.

This letter will also include letting the members know to contact the President before making changes to their property, so the members know what they need to do to stay within the tone of the neighborhood and in keeping with the tone of the neighborhood for all Jordan Springs Two HOA by laws. This keeps our community members homes looking great and continuing to keep the values of our homes up. Some of these changes can include, changes in paint to outside of home, additions, buildings on property, fencing, etc., This may decrease the violations that may have to apply and the cost for the Members to have to redo and correct the change to stay within all the by-laws and keeping in tone with the Community. The main reason is we are having difficulty with the change in color of some doors in the neighborhood that is not in tone with the neighborhood. This will be addressed shortly after this meeting. My concern is this could lead to court actions which would take money out of every HOA member's pocket. With this letter I am in hopes that this will correct the matter and save our HOA members the cost of any additional proceedings that may have to take place in order to get the violations corrected. - Balance for End of May. -

3. Does any Board Member have anything else they would like to address?

4. We need to Schedule for the 3rd Meeting of 2022. If it is agreeable to all the next meeting will be in August. Can we choose a day and date?

Everyone in agreement Month: **August 2022**

Day: Tuesday

Date: Aug 16th 2022

Time: **6:00 P.M.**

Place: **Middle Tyger River Library**

5. If there is no further business. President: Meeting is Adjourned

Time Ended: 6:37 PM.

**JORDAN SPRINGS TWO HOA, INC.
AGENDA FOR BOARD OF DIRECTORS MEETING
TUESDAY AUGUST 12, 2022**

2022 year
3rd BOARD MEETING

1. 6:00 p.m. Bring meeting to order (President, HOA Name, Meeting at Middle Tyger River Library), Please ask the Secretary to make sure everyone that is attending has signed in.
2. Secretary: Please read minutes from previous Meeting (May 24, 2022) Leave copy for President and Vice President to approve.
3. Treasurer's Report: Presented by Jose Santiago.

Old Business:

1. Checked into signs they were anywhere from approximately \$29.00 to \$55.00 per sign.
2. Created summer letter to be approved.

New Business:

1. **Infractions:** We have had a few infractions that have been taken care of or are in the process of being taken care of.
I would like to thank Jose for accompanying me to address one of the infractions in order to create a less hostile environment with the homeowner. This was very much appreciated.
2. **Rebates for 2023:** Getting ready to prepare the 2023 Budget. Looking over the numbers if everyone pays their dues on time and no unforeseen expenses occur. There is a possibility of a small rebate. This would only be sent out after all dues are collected.

3. **Signs:** Vote on price maximum for signs for meetings. Does anyone on the Board want to look into designing and purchasing signs, if not the president will assume this responsibility. The cost of the signs will be reimbursed from the HOA funds.
4. **Communications:** Summer letter is attached to agree upon.
5. **Board Members for 2023:** Candidates for Board Members for 2023, is everyone agreeing to run for their same positions. If so, can you go ahead and sign your Nomination form.
6. Does any Board Member have anything else they would like to address?
7. We need to **schedule** for the 4th meeting which will also be the **Annual Meeting** for the members.

Everyone in agreement: Month: December

Day: Tuesday

Date: 6th

Time: 6:00 P.M.

Place: Middle Tyger River Library

8. If there is no further business. President: Meeting is Adjourned

Time Ended: _____

Jordan Springs Two Homeowners Association, Inc

Date: October 24, 2022 Time: 6pm Place: Middle Tyger River Library

Emergency Meeting:

1. Stephen W Novak: Today October 24, 2022 For personal reasons I must let the Board for Jordan Springs Two Association, Inc be advised that this meeting stand as my day of resignation.

Right now, the HOA has a good standing and I believe can stay in play with all of you. I stayed and became part of this board in order to keep the dues for all homeowners at \$140 yearly. With that said I also believe that with our work that this year if the HOA and the Board stays in play can even look forward to a small rebate. That being said it will be up to all of you now to come together and decide how you will want to handle the HOA from this point on.

2. The following will need to be implemented by the board to finish out this year.

1. The budget needs to be completed and mailed to all homeowners by November 6, 2022. For all homeowners to see and approve. *AS December 6, 2022 Annual Meeting*

Also, by December 1, 2022 the billing for 2023 will need to be sent to each homeowner with the amount due and the due date.

As of now the Dues can remain at \$140.00

2. Along with the ballots listing all of you as you have volunteered to run for the 2023 one-year term.

The ballots that were turned in to run for the following positions are

President: no one turned in a nomination form

Vice President: Bryant Taylor

Secretary: Shannon Adair

Treasurer: Jose Santiago

3. If you cannot get a complete Board in place: President, Vice President, Secretary, and Treasurer. Keep in mind you only need 3 members for a Board. You can have everyone except the president can hold 2 positions. The HOA will have to be turned over to a management company. This will at last look be a minimum increase cost of \$300 per year for each homeowner. This is only a guess, and this is also only if there is a board in play for our community, if you cannot get a board that will increase the yearly dues for a management company to have to hire a board to oversee our HOA.

4. Keep in mind that you cannot just decide among the board to dissolve the HOA it will have to be turned over to a management company and be continued to uphold the HOA as the terms apply in the Bylaws and CCR's.

If you do not understand why the board cannot just dissolve the HOA and divide the monies in the Bank between all the homeowners then inquire now and I will give you by best answer.

5. I believe that all of you are capable of continuing to keep our HOA self-ran. Without the need for a costly increase to all of the homeowners by having to hand everything over to a management company.

I Stephen Novak would like to say I have enjoyed my time on our HOA Board. It has been great to be able to have kept our dues at \$140. for all the homeowners and that looking to 2023 that if things stay the same it looks as if we will all receive a rebate. While not always the most pleasant part of my job was enforcing the CCR's and By-Laws that have been keeping our community looking great. But by doing so I believe everyone has noticed that the cars are off the road, no commercial vehicles are parked in roads and in driveways, and the tone of our community is in good standing with the CCR's and By-laws. I appreciate all the help from everyone, it takes us all to keep a good standard going.

Thank You Again,

Stephen Novak


