

**SKY HI RETREAT PROPERTY OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
Saturday September 7th, 2019
Sky High Pump House**

Board Members Present:

Terry Patrick, Tim Provencher, Bill Jordan, Mark Johnson (via phone), Bill Lucas

Public Present:

Kathy Little, Karen Johnson

The meeting was called to order at 10:07 AM.

Motion was made by Bill Jordan to nominate Kathy Little to the board. Tim Provencher seconded the motion. Motion carried.

Motion was made by Terry Patrick to appoint Kathy Little to the position of Secretary. Bill Jordan seconded the motion. Motion carried.

Reviewed the minutes from the POA Board meeting August 3, 2019. Bill Jordan made a motion to accept the minutes. Bill Lucas seconded the motion. Motion carried.

Call to the Public:

Board reviewed a letter submitted to the Board by resident Richard Inman dated September 7, 2019. Richard is requesting that a flyer be posted on the Sky High Community Bulletin Board at the entrance to the development. The Board reviewed the flyer and made some edits based on the 2019 Sky High Bulletin Board Policy.

Action Items:

- Tim will send Richard an email acknowledging receipt of his letter and draft flyer
- Tim will type up the edited flyer and a draft cover letter
- Tim/Board will send a cover letter and edited flyer to Richard explaining that after lengthy discussion the Board edited the flyer using the bulletin board policy.

Treasurers Report:

Balance in CD	July 31, 2019	\$3848.75
Balance in Savings	July 31, 2019	\$1617.98
Balance in Checking	July 31, 2019	<u>\$1956.23</u>
	TOTAL	\$7422.96

July 31 Bank Reconciliation Totals

Paid Expenses July 1, 2019 – September 7, 2019

*Gift Cards (Annual Meeting)	\$200.00	July – gift card door prizes for Annual Meeting
*Office Depot	37.62	July - Annual Meeting (tickets, pens, nametags)
Annual meeting drinks	29.96	August – Drinks for Annual Meeting
Los Corrales	<u>\$470.05</u>	August - Annual Meeting catered lunch
TOTAL EXPENSES TO DATE	\$ 737.63	

Dues Collected July 1, 2019 – September 7, 2019

August 6, 2019 deposit	\$ 755.00
August 20, 2019 deposit	85.00
September 3, 2019 deposit	<u>30.00</u>
TOTAL DEPOSITS TO DATE	\$ 870.00

July Bank reconciliation checking \$1956.23 - \$500.01 (Los Corrales + drinks) + \$870.00 (Dues collected) = \$2326.22

*already included in checking balance

Motion was made by Bill Jordan to approve the Treasurer's Report. Seconded by Tim Provencher. Motion carried.

Membership Report:

2019 Annual Meeting attendance: 53 representing 32 properties
 Paid 2018-19 Members 57
 Paid 2019-20 Members to date: 40
 Paid 2020-21 Members to date: 10

Suggestion was made to post a message on NextDoor thanking people for attending the annual meeting and to explain how membership money is used (funded the food for the meeting, dumpsters, etc.).

Action Item: Tim will post to Nextdoor.

Labor Day Dumpsters:

County brought in 2 mixed use dumpsters for residents to use to dispose of green waste and trash. Residents continue to not follow instructions - a couch and bike were left sitting next to the dumpster. Thanks to Maurice Williams for picking up the couch in his trailer and taking to the dump.

Action Item: Recommendation was made to re-position the pump house web cam to point at the dumpsters during the collection period so that residents not following the rules can be contacted. Bill Lucas will re-position the web cam at the appropriate time.

Website Updates:

Board would like the web site to be updated to regularly include information about meetings, membership, minutes etc. To do this, more people need Admin Access.

Action item: Tim will find out how we can get Admin access.

Motion to adjourn meeting was made by Tim Provencher. Seconded by Bill Jordan. Motion carried.

Meeting adjourned at 12:00 PM .

POA Board Membership

Name	Office	Term expires
Tim Provencher	President	2020
Bill Lucas	Vice President	2021
Terry Patrick	Treasurer	2021
Kathy Little	Secretary	??
Bill Jordan		2019
Jim Polston		2019
J.D. Shockey		2021
Brian Uren		2021
Mac McColley		??

Quick Reference

POA Info
<p>Board of Directors: Shall number no fewer than seven (7) The term of office of each director shall be three (3) years. Directors of the Association shall be elected at the annual meeting. If a vacancy occurs among the Officers or other Directors, the Board of Directors shall appoint someone to fill the vacancy for the unexpired term.</p>
<p>Board Meetings: There shall be at least four regular meetings held each year. Quorum: Four (4) members of the Board of Directors shall constitute a quorum (per vote in annual meeting 2016)</p>
<p>Sky Hi has 234 total lots eligible for participation in the POA, 140 homes currently</p>
Annual Meeting
<p>Quorum requirement- 25 paid members; combination of present and proxy</p>