

YCHCHPOA Board Meeting Minutes

Saturday August 8, 2026

Meeting Started @ 08:59 am

Meeting Adjourned @ 11:03 am

All board members attended: Wes Fritz, President; Doug Nichol, VP; Ethleene Johnson, Treasurer/Secretary; Rose Jarvis-Simon, Director

Agenda Items for Discussion:

- Approve April 13, 2026 board meeting minutes
- Review and discuss Next Steps from April 13, 2026 board meeting
- Complete architectural review - Plot 06
- Vote to Fill Open Director Seat
- Other Topics

Meeting Recap

The board met to review and approve the minutes from their April 13 meeting. After discussing and editing the document the vote was unanimous to approve the minutes. They discussed ongoing challenges with completing returns for 2023, 2024 and 2025 tax years and the need to switch to Form 1120H. The board voted unanimously to fill the open director seat with Leroy Simon. The board then reviewed the architectural plans for a container home on plot Y6 and agreed to provide conditional approval, which must be addressed prior to the start of construction. They also discussed sending a general letter to the community regarding noise nuisances, such as barking dogs and construction noise.

Next steps

Doug

- Draft a letter to the entire association regarding public nuisances (specifically mentioning dogs, chickens, and construction noise) for board review before sending.
- Provide Ethleene with photos of returned checks (e.g., Eric Harkins) for follow-up on collections.

Rosemarie

- Circle back with DPNR Wildlife and other agencies regarding environmental grants for road infrastructure.

Ethleene

- Finalize and distribute the updated minutes from the April 13 meeting.
- Reach out to Eric Harkins to settle his outstanding payment.
- Contact the insurance company next week to pay for the director's policy.
- Work with QuickBooks experts to audit and investigate the large balances on road plot accounts.

- Send the architectural review (Doug's summary) and conditional approval message to the owners of Plot Y6 regarding their container home plans.
- Follow up in 30 days with reminders to members who have not paid their invoices or statements.

Collaboration

- Doug and Ethleene: Speak with Randall (Mystical Lawn Care) to clarify the estimate for road and bush work.

Meeting Summary

April 2026 Board Meeting Minutes Review and Approval

The minutes from the meeting held on April 13, 2026, were read by Ethleene and edited during the discussion. The board then voted unanimously to approve the edited minutes.

April 2026 Meeting Next Step Items

- Rose/Ethleene: To connect with the tax accountant after April 15th, to ensure the correct 1120H tax form is completed for the association and hopefully resolve the filing issue. **Update:** Ethleene spoke to the IRS about the issue and was told because the association is not a recognized nonprofit, we must file form 1120H. Item still open.
- Ethleene: Send login information for the association email account to board members. **Completed**
- Ethleene: Send a contact list (including phone numbers) of board members to Wes. **Completed**
- Wes & Ethleene: Work together to solicit and facilitate board vote of new members for the Roads Committee; send out the association roads plan to committee members; schedule an initial meeting. **Solicitation message sent. Item still open.**
- Rose: Contact DPNR Wildlife (and other relevant agencies) to inquire about environmental grants for road/infrastructure improvements and report back to the board. **Item still open**
- Ethleene: Set up new online banking (e.g., PenFed) and Zelle account for association payments, ensuring EIN and account details are correct. **Was not able to open account. Item closed.**
- Ethleene: Facilitate the recording of the new language for Article 4.4 Voting of the bylaws with the amendment passed at the annual meeting (regarding voting procedures) with the Lieutenant Governor's office. **Item still open**
- All board members: Reach out to potential candidates to fill the open director's seat. Wes working with Ethleene to formally solicit volunteers. **Completed**
- Ethleene: Send out association invoices and statements as soon as Zelle is restored. **Zelle was not restored but invoices and statements went out. Completed**
- Ethleene: Work with Mystical Lawn Care to get an estimate for the road and bush work needed. **Completed**
- Rose: Reach out to grant writer contacts for advice on finding and applying for relevant road grants. **Item still open**

Container Home Architectural Review – Yellowcliff Plot 06

The board discussed the architectural review completed by Doug of a proposed container home on Yellowcliff plot 06. Doug provided feedback indicating the design, size, and effort to make it look less like a container home were positive and acceptable, however he noted concerns about the foundation piers and the building materials that will be used to cover them needs clarification. The team agreed to send Doug's review to the homeowners with a conditional approval. Once the plans are modified to include the acceptable material that will cover the concrete piers and resubmitted for final review, the board will issue approval to begin construction. The owners are eager to proceed with construction after pausing due the cease and desist letter the associate issued on June 02, 2026.

Vote to Fill Open Director Seat

The board discussed the few members who volunteered to fill the open Director seat on the 2026 board and unanimously voted to select Leroy Simon.

Other Topics

Ethleene raised concerns about the large road plot balances in QuickBooks. These balances are over inflating our accounts receivables and delinquent balances. Doug confirmed that road plots should not be charged based on previous documentation which is documented in QuickBooks. Ethleene plans to contact QuickBooks experts to get help investigating the balances that all seem to have been added in 2021 and get the books updated. These balances need to be removed from our books as they are not owed to the association.

Complaints of Barking Dogs and Other Nuisance

The board discussed complaints received from members about barking dogs disturbing neighbors, particularly at night. To address the public nuisances in the neighborhood, particularly focusing on dog barking, chickens and construction noise, a general notice will be sent to all association members about noise violations and nuisance issues, rather than targeting specific individuals. Doug agreed to draft the letter which will be reviewed by the group before sending it to the entire association.