

Yellow Cliff Hope & Carton Hill Property Owners Association Inc.

Monthly Board Meeting 3/23/2022

Attendees: Nancy Barber (Vice President), Brett Shurr (Director), Doug Nicoll (Director), Ethleene Johnson (Treasurer/Secretary)

Topics of discussion

▪ **Banking**

The current Vice President, Nancy Barber and treasurer, Ethleene Johnson were added to the association bank accounts in March 2022. The former treasurer Barbara Peel and Vice President, Brian Boschen are removed from the accounts.

The association checkbook was turned over to the current treasurer, Ethleene Johnson, by Nancy Barber during this meeting and mail was also received by the treasurer at the meeting.

Barbara Peel, former association treasurer, shared a Treasury report at and after the annual meeting in Jan which seems to support the bank statements received in March 2022. However, there are a number of expenditures that cannot be substantiated due to the lack of cooperation by the prior treasurer and president to turn over associate property that would allow the current board to reconcile, validate and baseline what monies the association has to conduct business

Board action: the new board has made several attempts by text, messenger, phone calls and email to recover the above-mentioned property and will continue to exhaust various avenues to obtain association property.

▪ **Association Payments/dues**

At the annual meeting in January 2022, there was a vote to increase the dues which reached a majority vote only, including non-validated proxies. This vote is not valid as it also did not pass by the 2/3 majority of members present at the meeting as required by article 7 of the bylaws

Since then, dues received via mail have been returned. Payments received via Zelle, PayPal, mobile deposit or any other form of payment cannot be returned due to an inability to reconcile the bank acct without the financial records currently still in the possession of the former treasurer, Barbara Peel.

▪ **Unreturned association Property: Below is the list of association property that has not been turned over by the prior board:**

- **Dropbox access:** this is the association document repository which allows the board to track, manage, and take appropriate association action. When I, Ethleene Johnson, asked Barbara Peel for access to the repository, she indicated that it is no longer being used. This document repository contains files owned by the association, not the Peels. Even if the prior board decided to no longer use the repository there are documents stored that should be in the hands of the current board.

Board action: the new board has made several attempts by Facebook, text, phone calls to recover the above-mentioned property and will continue to exhaust various avenues to obtain association property.

- **License key to Quickbooks to allow for the download of the association's financial record keeping system and all data captured since the purchase:** The association uses Quickbooks to reconcile and track of dues, payment of liabilities and timely preparation of tax documents. The board has made several attempts to obtain access to our financial records in Quickbooks, which is critical association property. Association funds was used to purchase a desktop version of Quickbooks on April 1, 2021 in the amount of \$199.99. According to the bank statement, *please see attached*, the payment was made via PayPal to **Makopeel**, which ironically is owned by Anthony Peel. Based on the price of the purchase, it appears that the desktop version was purchased which means nothing is stored online and is all captured on a laptop. This version is a single user version that supports multiple businesses. Therefore, It appears to this board that the reason why we are having a challenge getting the association's property is because our data is commingled with the business transactions owned by Anthony Peel.

Board action: the new board has made several attempts by text and phone calls to recover the above-mentioned property and will continue to exhaust various avenues to obtain association property.

- **eBay and PayPal access:** this access is important to validate expenditures made using these payment platforms. Most importantly, information contained in PayPal, for example, is required for tax purposes

Board action: the new board has made a number of attempts by text, messenger, phone calls and email to recover the above-mentioned property and will continue to exhaust various avenues to obtain association property.

- **Minutes from all 2020 and approx (12) monthly 2021 board meetings:** these minutes were never published and are important for the membership to know what decisions were made and expenditures were discussed and voted on, on our behalf.

Board action: the new board has made an attempt via Facebook to recover the above-mentioned property and will continue to exhaust various avenues to obtain association property.

- **Access to treasure email:** To date, the current board has not been given access to this email box which significantly impedes our ability to conduct association business. Payments are coming into this email box that are not visible to the current board and there may be important association communications that are not being addressed, i.e., real estate closings and the territory contacting us about petitions associated with the road status

Board action: the new board has made a number of attempts via Facebook and messenger to recover the above-mentioned property and will continue to exhaust various avenues to obtain association property.

- **Association 2020 through 2021 vendor and membership files:** much of these files were mentioned in above discussions and includes all member and vendor activity

Board action: the new board has made a number of attempts by text, messenger, phone calls and email to recover the above-mentioned property and will continue to exhaust various avenues to obtain association property.

- **Debit card ending with #0868 for the association acct:** on Jan 31, there was a point of sale (POS) transaction at USPS in the amount \$70.76. Given the fact that everyone that had access to this debit card resigned prior to this transaction is very disturbing. To date, this debit card has not been returned to the association which is a cause of great concern given the card was used by an unidentified user, again, after the entire board resigned earlier in January 2022.

Board action: the card will be cancelled and the above-mentioned charge will be reported as fraudulent activity