Shawnee Hills Property Owners Association, Inc.
Board of Trustees Meeting
March 2, 2015

Minutes

A. Call to Order (Ragland) – Board President Karen Ragland called the meeting to order at 7:00 pm.

The following trustees were present: N. Bottorff, J. Dichito, C. Erisman, K. Ragland, T. Ryan, M. Simpson, J. Wirth, along with J. Barker, clerk.

B. Changes or Additions to Agenda (Ragland) – Added D. Secretary Report b. Minutes Record

C. Recognize Property Owners in Attendance (Ragland) Sandy Hildebrand, Larry Moore, and Larry Morris

D. Secretary Report (Bottorff)

a. Approval of February 2, 2015 Minutes T Ryan moved to approve minutes. J Wirth seconded. **Motion carried.**

b. Minutes Record – N Bottorff made a report on the keeping and digital storage of minutes.

E. Treasurer Report (Dichito)

a. February Financial Report – J Dichito made February Financial Report. K Ragland filed for audit.

b. Accounts in Collection – J Wirth made a request for an updated list of accounts currently in collection.

c. Uncollectible Fees – no report

d. Security National Bank Spillway Replacement Loan – no report

e. Special Assessment Payments - J Dichito made report of 43 outstanding properties that have not made a special assessment payment. J Dichito moved to turn over accounts to collection that have not paid assessment. N Bottorff seconded. **Motion carried.**

J Barker made report of 80 outstanding properties that have not made their second special assessment payment. J Dichito moved to turn over accounts to collection that have not paid second payment of assessment, after a reminder mailing in March, to April 6, 2015. T Ryan seconded. **Motion carried.**

J Barker made a report of properties who have not paid their annual fees for the previous two years and longer. J Dichito moved to turn over accounts to collection that have not paid the previous two years and longer. T Ryan seconded. **Motion carried.**

f. Key Bank Loan Refinance

F. Clerk Report (Barker)

a. Property Owner's Standing 2015

b. Lake Use Members 2015

G. Property Owner's Time (Ragland) A property owner made complaint of a neighbor burning trash. L Morris made a request to use the Community Building on September 19, 2015 at no charge to hold a free Hunter Education Course open to the public to be taught by experienced certified ODNR instructors. L Morris made request for the installation of dock guard at Jim Williamson's Dock. L Morris made request for a picnic table to be placed at the boat ramp.

H. Committees (Ragland)

a. Community Committee (Bottorff) – N Bottorff made report of upcoming Easter Event, Jim Redway Memorial Bass Tournament, and Crappie Catch and Fry Tournament.

b. Smoke Signals Committee (Simpson) -

b. Signage Committee (Simpson) – N Bottorff presented wording for signs needed to be installed on SHPOA property. The Board agreed the signs needed should be in place by Memorial Day Weekend.

c. By-law Committee (Bottorff) - no report

I. Old Business (Ragland)

a. Lifeguard Trainer (Ragland) – K Ragland made a report on the potential hiring of an individual to be Red Cross certified to train lifeguards at Shawnee Hills Beach. T Ryan moved to hire an individual to become Red Cross Certified to train lifeguard at Shawnee Hills Beach. C Erisman seconded. **Motion carried. Vote Yes 5 Abstention 1**

b. Security Board Position (Bottorff) – N Bottorff made a report on the training he received on security camera system. N Bottorff will train other Trustees upon their request.

c. Club Property in Community Building (Bottorff) – N Bottorff made a report on the removal of club property from the community building.

d. Sea Walls (Simpson) – M Simpson made a report on the research of acceptable building materials for sea walls.

e. Junk Boat Derby (Simpson) – M Simpson made a report on the inclusion of the activity during the annual Lake Festival.

f. Fish Structure (Ryan) – T Ryan made a report on the safety protocols of fish structure installation and the inclusion of an article and images in Smoke Signals to educate property owners on proper marking and depths.

J. Beach (Ragland) – no report

K. Community Building (Erisman)

a. Past Rentals – no report

b. Future Rentals – J Barker made report of rental scheduled for March 29, 2015.

L. Building Permits (Kelley)

a. Issued Permits (Wetzell) – J Barker made report of the issuance of one building permit.

1. Pole Barn on Chippewa – J Barker made report of issuance of building permit.

b. Returned Permit deposits (Barker) – none

M. Property Maintenance (Dichito)

a. Earthen Dam – J Dichito made report of sledding and snow mobiles operating on the earthen dam.

b. Spillway – J Dichito made report

c. Spillway Replacement Project - J Dichito made a report on the continuation of the Spillway Replacement Project in 2015 with the repair of ruts in the earthen dam.

d. Beach - J Dichito made a report on the preparing of the beach for the summer season.

1. Gatehouse – J Dichito made report on a fundraising plan for replacement of the beach gatehouse.

e. Community Building – J Dichito made report on locks needing repaired and the refilling of the propane tank.

f. Community Docks – J Dichito made a report on the repair of the docks at Allegheny, Yuma and Fisherman's Point.

1. Lawyer's response – K Ragland made a report on the response to a question posed to attorneys on the safety of community docks.

h. Smith House – deferred to Executive Session.

i. Breeding Ponds (Ryan) – T Ryan made a report on the capping of the pond in February and readying for brood bass release in the pond.

N. Lake Patrol (Simpson)

a. Boat Stickers

1. placement – M Simpson made a report on the placement of one sticker placement on the starboard (right side) of the watercraft.

2. sticker sales - M Simpson made a report on sticker sale dates.

3. Boating Class – M Simpson made report on the Ohio Division of Watercraft mandatory boating class scheduled on May 23, 2015.

O. Smoke Signals/Website (Wirth)

a. Ad Sales – no report

b. Ad quality – J Wirth made a report on the quality of an ad placed in Smoke Signals.

c. Home Business Ad – Hayley's Dog Grooming – J Wirth made a report on the printing of a home occupation business.

P. Fireworks – J Barker made report on the signing of contract and payment of deposit for 2015.

Q. New Business (Ragland)

a. Association Fee Committee – K Ragland made a report on the possibility for future creation of an Association Fee Committee.

b. Smith House Committee - K Ragland made a report on the possibility for future creation of a Smith House Committee.

c. Property Renter Status and Fee – K Ragland made a report on fees for renters of property.

d. Trash Burning Letter and Smoke Signals Article – N Bottorff presented wording for a letter regarding burning trash and inclusion of Smoke Signals. The Board approved wording of letter and article.

e. Boat Launch Request – deferred to Executive Session.

f. Board Member Communication to Property Owners – K Ragland made a report on the protocol of written Board Communication with Property Owners.

g. Board Responsibility Manual – K Ragland made report on the formation of manuals written by Board Members to detail their area of responsibilities.

h. Shawnee Hills Logo Contest – K Ragland made report of the formation of a Logo Contest to be introduced in the April issue of Smoke Signals.

i. Boat house on Navajo – J Dichito made report of the formation of a letter to address a potentially hazardous structure.

Q. Adjournment (Ragland) - Board President Karen Ragland adjourned the meeting at 10:14 pm.

Respectfully Submitted,

Nick Bottorff, Secretary