

DRAFT

Board of Directors' Meeting
Sky Bryce Association, Inc. (SBA)
May 22, 2020

The meeting of the Board of Directors of SBA was called to order at 9:00 AM by President Tom Wright located at the SBA office complex. Also in attendance via Zoom internet were Vice President Jeff Manning, Treasurer Linda Nelson, Secretary Deborah Goddard and Directors Lynne Nouvel, John Barnes and John Lavelle. Assistant secretaries Bonnie Henry and Laura McDaniel participated from SBA headquarters. One property owner attended via Zoom for a portion of the meeting, but made no comments.

Approval of the Agenda for the meeting: Motion made and seconded to approve the agenda as submitted. Unanimously approved.

Approval of minutes of Board of Directors' meeting held on April 24, 2020: Motion made and seconded to approve the minutes of the meeting held on April 24, 2020. Unanimously approved.

President's Report: None.

Treasurer's Report: No report. See budget and Personnel. The status of tax credits or other relief or rebates of expenses incurred in connection with the COVID 19 legislation requires additional clarification. Ms. Henry will work with the accountant on this issue; Mr. Lavelle stated his interest in participating in that meeting. It was noted that the Bryce Resort obtained a loan that may be forgiven under the Federal legislation.

Business Manager's Report: Nine property owner packets were received; four are pending.

The correction of violations on a property in Section 10 is pending as the estate of the deceased owner has not been settled. A letter had been sent to the owner requesting correction by May 1. Ms. Henry will send another letter informing them of the assessment of a violation fee of \$50 per incident and \$10 per day for up to 90 days.

Three other properties in Section 10 currently violate the grass length covenant. Ms. Henry has been in touch with each owner and will follow up to check on the status of the violations.

The covenant violations regarding replacement of trees on a lot in Section 4 were to be corrected in May. Ms. Henry will check the status, and send another letter if it has not been completed.

The 32-acre parcel of land adjacent to SBA administrative facilities has been sold to a purchaser who owns a home in Bryce. Tentative plans for the property include a horse riding rink, community gardens, RV parking, a shooting range and pheasant farming. It is unknown if any of these activities have been approved by Shenandoah County.

Committee Reports:

Architectural & Environmental: No report. A draft excel spreadsheet of open architectural requests was sent to Mr. Manning for approval. A draft spreadsheet is also in process on covenant violations.

Budget and Personnel: Ms. Nelson provided figures on the proposed budget. Mr. Wright noted that there will be budget cuts in the roads and other areas; there will be no income in the next fiscal year for providing Bryce Resort with patrol services. There will be no increase in assessments in the next fiscal year budget. Unallocated funds may be applied to pay increases or road service work. Allocations for bad debts are attributed to the administrative budget. Ms. McDaniel noted that she can run a Quickbooks report on actual collections vs. amounts budgeted. Unallocated funds in the draft budget were previously added to the roads category to balance the budget; we can also take money from patrol to go into roads or legal, if necessary. Based on the discussion, Mr. Wright and Ms. Nelson will review and adjust the proposed budget and seek board approval via e-mail of the final budget.

Legal: No. report.

Long-Range Planning, Publications and Liaison: See unfinished business. Ms. Goddard gave a brief overview of the agenda for creation and distribution of the annual newsletter along with ballots for openings on the SBA board of directors. Articles from committee heads will be submitted by August 1. The board will continue to use the designer and printer involved in last year's newsletter.

Patrol Committee Report: Members were provided a copy of the monthly Patrol Activity Report.

Roads Committee Report: The crew is finishing with the first mowing of the summer. Two additional mowings will occur around July 4 and Labor Day. The sickle bar mower needed mechanical repairs causing a mowing delay. The crew will work on ditches in the meantime, and may begin tar and chip operations prior to July 1, 2020 if there are sufficient funds. All road crew employees are back to work and are satisfied with safety precautions in place to counter the COVID 19 virus.

Significant repaving was completed last year, and not as much will be completed this year. The vacancy in the sixth position in the road crew staff will not be filled.

Stoney Creek Sanitary District And Solid Waste There will be no increase in water/sewer hookups, taxes or usage fees. However, there may be an increase in landfill tipping fees for commercial users. The Shenandoah County supervisors will determine the increase.

Unfinished Business: The board will take no action at this time on the prior suggestion to revive a coalition of local POAs that disbanded nearly 20 years ago. The Board may readdress this in the future as part of any actions related to walking/cycling paths and/or increased law enforcement, fire and rescue services.

New Business: It was moved and seconded to appoint former Director John Lavelle to fill the current vacancy on the board until the next election. Unanimously approved.

Mr. Wright will appoint a nominating committee to identify potential candidates for the next Board election. The committee consists of one SBA board member, and two non board members.

Next Board Meeting: The next meeting will be held on June 26, 2020 at 9:00 AM.

Adjournment: Motion was made and seconded to adjourn the regular monthly meeting of the SBA Board of Directors at 10:20 AM. Unanimously approved.

Respectfully submitted by:
Deborah Goddard, Secretary
Board of Directors
Sky Bryce Association, Inc.