

Approved  
Board of Directors' Meeting  
Sky Bryce Association, Inc. (SBA)  
March 2, 2018

The meeting of the Board of Directors of SBA was called to order at 9:00 a.m. by President Malcolm Wilfong at the Association's meeting room located at 7200 Supinlick Ridge Road Basye, Virginia. Present were President Malcolm Wilfong, Vice President John Tauber, Treasurer Linda Nelson and Board members John Lavelle, Gary McDermott and Lynne Nouvel. Secretary Pat Werner was absent. Also, present were Bonnie Henry, SBA Business Manager/Assistant Secretary and Allen Warren, SBA legal counsel from Chadwick Washington.

It was noted that the February 23, 2018 Board of Directors' meeting was postponed due to lack of a quorum and rescheduled for today.

**Approval of minutes of Board of Directors' meeting held on January 26, 2018:** Motion made by John Tauber and seconded to approve the draft minutes, as submitted, of the Board of Directors' meeting held on January 26, 2018. Motion passed unanimously.

**Approval of Agenda:** Motion made by John Tauber and seconded to approve the agenda as submitted. Motion passed unanimously.

**Executive Session for purpose of conferring with our legal counsel, Allen Warren:** Motion made by Malcolm Wilfong and seconded at 9:10 a.m. to go into executive session to confer with our legal counsel Allen Warren. Motion passed unanimously.

Linda Nelson left the executive session and meeting at 9:35 a.m.

Motion made by John Tauber and seconded at 10:25 a.m. to reconvene the regular meeting of the Board of Directors' meeting.

No action to be taken as a result of the executive session.

At this time, Allen Warren left the meeting.

**President's Report:** No report.

**Treasurer's Report:** Board members were provided a copy of the financial report as of January 31, 2018.

**Business Manager's Report:** Business Manager Bonnie Henry reported that nine (9) Property Owners' Association Disclosure Packets have been prepared since the last Board meeting; four (4) pending.

Laura McDaniel, SBA Assistant Business Manager, will be gone March 5 to March 14.

The Business Manager stated that it was her understanding that the SBA Business Office would be starting the in-house collection effort by doing the FY 17-18 delinquent letter only for new delinquent accounts. Two year plus delinquent accounts will still be sent to our attorney. The Board informed the Business Manager her understanding was correct.

The FY 17-18 delinquent letters were mail certified-return receipt requested on February 12, 2018. Total accounts delinquent only for FY 17-18 were 122, 35 homeowners and 87 lot owners. Collected \$7,086.50 as of March 1, 2018. Total delinquent billing for FY 17-18 was \$43,884.00.

**Comments from Non-Board Members on Non-Agenda Items:** None.

**Committee Reports:**

**Architectural & Environmental:** Chair John Tauber gave the Architectural Committee Report for January 26, 2018 to March 1, 2018; routine.

**Budget & Personnel:** The Business Manager noted that the dead line for approving the FY 18-19 budget is May 25, 2018.

**Legal:** It was noted that the Legal Committee is addressing a violation of Covenant 6.25 at 939 Fairway Drive.

**Long Range Planning and Publications & Liaison:** Chair Lynne Nouvel will be working on updating the SBA Long Range Plan.

**Patrol:** Chair Gary McDermott reviewed the Patrol Report for January 26, 2018 thru February 27, 2018. Open doors at Bryce Resort still remains an issue.

**Road Services:** Chair John Tauber reported that the new 2018 PJ 14,000 GVW trailer that was ordered in October, 2017 has arrived and is being put into service. There may be a buyer for the old 10,000 GVW trailer.

The recently purchased 2000 tar distributor truck holds 1,500 gallons of tar compared to the old 1,000 gallon tar distributor. The "new" tar distributor can spray a 14' wide path; computer controlled eliminating the need for the back-end operator.

The recent flu that hit the area wreaked havoc with our road services' employees that affected the amount of ditching we were able to accomplish this past month.

For the snow storm that came in during the President's Day weekend, the roads services' crew started at 3:00 p.m. Saturday and plowed/salted continually until after midnight to keep our road open.

After almost 8 years employed by SBA, Kevin Ludwig, our Road Services Supervisor, has taken employment with Holtzman Propane. Logan Tusing, our Assistant Road Services Supervisor, has been promoted to Road Services Supervisor. Daniel Dove will be our

Assistant Road Services Supervisor. SBA may be advertising for a new road services employee in the future.

Chair Tauber noted that Logan Tusing does not want a take home vehicle like Kevin Ludwig had. Mr. Tauber will honor Logan's request. Logan not having a take home vehicle will be covered by a higher hourly rate.

**Stoney Creek Sanitary District:** No report.

**Unfinished Business:**

**Outcome of offer made for the MacDonald:** Mr. Tauber reported that he has had no reply from Mr. MacDonald in regards to SBA's second offer to buy his 32.310 acres adjacent to SBA property. Now, Mr. Tauber will be getting in touch with the Estate that owns the property behind SBA to see if they would be willing to sell several acres to SBA.

**New Business:**

**Replacement for Road Services' Supervisor and vehicle usage:** Covered under Road Services Committee Report.

**Proposed change to SBA Rule #9:** A discussion was held on proposed changes to SBA Rule #9; Trash Pick-up Regulations. Most of the proposed changes addressed clarification to present regulations. The main change/addition addressed syringes being placed in proper containers before being placed in the trash bag. Motion made by John Tauber and seconded to approve the proposed changes to SBA Rule #9. Motion passed unanimously.

**Comments from Non-Board Members on Agenda Items:** None.

**Next Regular Monthly Board of Directors' Meeting:** The next regular monthly meeting of the SBA Board of Directors will be held on Friday, March 23, 2018 at 9:00 a.m. Meeting will be held in the Association's meeting room located at 7200 Supinlick Ridge Road, Basye, Virginia.

Secretary's Note: Reports, if any, noted above can be reviewed in the SBA Business Office during regular business hours.

**Adjournment:** Motion made by John Tauber and seconded to adjourn the regular meeting of the SBA Board of Directors at 11:50 a.m. Motion passed unanimously.

Submitted by,  
Bonnie Henry, Assistant Secretary  
Board of Director  
Sky Bryce Association, Inc.