

Approved Minutes
Board of Directors' Meeting
Sky Bryce Association, Inc. (SBA)
April 27, 2018

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

At this time, the Board decided to hear **Comments from Non-Board Members on Non-Agenda Items:** Presentation by Property Owner William Speleos, 193 Ash Lane - Section 10, Lot 155, regarding barking dogs at 218 Ash Lane - Section 10, Lot 157. Mr. Speleos read from his prepared text the details on the three barking dogs that reside at 218 Ash Lane. He noted that the peace and quiet of this area of Section 10 is randomly obliterated by the explosion of three barking dogs at any given moment and can last for hours at a time with only short quietness between episode. The dogs are left with access to the outside at any time via a dog door. Mr. Speleos noted that this barking issue has been going on since September, 2016. He has tried to work out this issue with his neighbor, the owner of these three dogs, but to no avail. Mr. Speleos continued by reviewing his logs that he kept on the barking dogs since March 2017. He has requested assistance from SBA Patrol to talk to these neighbors about their barking dogs. Patrol has spoken to the neighbors several times about the barking dogs. After Patrol's visits, the neighbors have tried to keep the barking under control. According to Mr. Speleos the quiet does not last long. He requested SBA enforce Covenant 6.21. It was noted that Shenandoah County does have any ordinance regarding barking dogs.

The Board thanked Mr. Speleos for his presentation. They will review the issue and take action as needed.

At 9:30 a.m., Mr. Speleos left the meeting.

The Board reviewed Mr. Speleos' presentation. The Business Manager noted that a violation letter of Covenant 6.21 and 6.19 was sent to the owners of the barking dogs in July, 2017. After the violation letter was sent, Mr. Speleos reported that the barking had become less frequent and he could live with that. A discussion was held. The Board decided to send a second violation letter to the barking dogs' owners. To be stated in the letter, if they continue to allow their dogs to constantly bark, they will be assessed \$50.00 per incident in violation of SBA Rule #17.

Approval of minutes of Board of Directors' meeting held on March 2, 2018 and March 23, 2018: A discussion was held. Motion made by John Tauber and seconded to approve the minutes, as submitted, of the Board of Directors' meetings held on March 2, 2018 and March 23, 2018. Unanimously approved.

Approval of Agenda: Motion made by John Tauber and seconded to approve the agenda, as submitted. Unanimously approved.

President's Report: No report.

Treasurer's Report: Treasurer Linda Nelson briefly reviewed the financial report as of March 31, 2018. She will be working on a draft budget for FY 18-19. The FY 18-19 budget has to be approved at the May Board meeting to meet mailing requirements. The Treasurer will be meeting with Committee Chairs to review their FY 18-19 budget requests.

Business Manager's Report: Business Manager Bonnie Henry reported that twelve (12) Property Owners' Association Disclosure Packets have been prepared since the last Board meeting; three (3) pending. Of the total packets prepared, three (3) were for vacant lots.

Business Manager will be out of the office May 7-9, 2018 on a trip to Ashville, NC.

Business Manager noted that Laura McDaniel, Assistant Business Manager, would join the Board meeting to report on filing Memorandum of Liens after our computer tech leaves. Administration's (Bonnie's) computer is down. At this time, Laura McDaniel joined the meeting. She reported that our computer tech has determined that Admin.'s computer is "fried". This computer is about ten (10) year old. The computer tech did state that the other Admin. computer (Laura's) and Patrol's computer are in good working condition. A discussion was held. Motion made by John Tauber and seconded to pay up to \$1000 for a new computer for SBA Administration. Unanimously approved. Business Manager will work with our computer tech, Jesse Mueller – BlueScreen Computer, on purchasing a new computer.

In response to Member concern with high legal fees, the Board took action by having SBA do some of the administrative legal tasks. Laura McDaniel gave a detailed presentation on preparing and filing memorandum of liens (lien). Board members were given a copy of this SOP. It takes approximately two (2) hours to complete one lien. Then the lien is filed in the Clerk's Office of the Shenandoah County Circuit Court in Woodstock, Virginia. Cost of filing is \$27.00 per lien. The Clerk's Office will take no more than twenty liens (20) at a time. There are seventy-eight (78) liens to be filed; eighteen (18) for homeowners and sixty (60) for lot owners.

At this time, Laura McDaniel left the meeting.

The Business Manager noted that covenants violations are being addressed.

Committee Reports:

Architectural & Environmental: Chair John Tauber gave the Architectural Committee Report for March 23, 2018 to April 26, 2018; routine.

Budget & Personnel: Executive Session to address personnel issues - Motion made by John Tauber and seconded to go into executive session at 10:24 a.m. to address personnel issues. Unanimously approved.

Motion made by John Tauber and seconded to reconvene the regular Board of Directors' meeting at 10:45 a.m. Unanimously approved.

No action to be taken by the Board as a result of the executive session. A sixth Road Services employee will be added to the FY 18-19 Road Services budget; to be employed no later than September, 2018.

Legal: No report.

Long Range Planning and Publications & Liaison: Chair Lynne Nouvel reported that she will be working with committee chairs regarding updating the SBA Long Range Plan. She is also detailing the collection process.

Patrol: Chair Gary McDermott reviewed the Patrol Report for March 22, 2018 to April 25, 2018; routine.

Chair McDermott noted that a new part-time Patrol Officer has been found to fill the opening left when part-time Patrol Officer Steve Wetzel went full time with Road Services. This new officer is a retired Police Officer.

Chair McDermott reported that Patrol Chief McDaniel is looking into the cost to install a surveillance system for the SBA complex. This system would operate off Patrol's computer. A discussion was held. The Board agreed this was a good ideal due to the value of Road Services' trucks, equipment, tools and Patrol's vehicles.

Road Services: Chair John Tauber reported that the Bryce Resort General Manager has found a more suitable location on Route 263 for the Lake Laura direction sign. Bryce Resort is working with Google to provide better directions for Lake Laura.

Chair Tauber reported that the Nicklaus Drive intersection flooding issue will be improved by SBA replacing the culvert and replacement of the VDOT culvert under Bryce Resort Drive.

Chair Tauber reported a replacement culvert is needed on Aspen Way, North near the new house built on Lot 18, Section 5X. This culvert replacement will be a major job for Road Services due to location. Mr. Tauber is talking to Stoney Creek Sanitary District. about having them reline this culver instead of replacing; more details will be provided.

Chair Tauber noted that he plans to include in his FY 18-19 Budget a 6th Road Services' employee and funding for patching and paving seven (7) more miles of roads for a total of ten (10) miles.

At 10:00 a.am. Lynne Nouvell left the meeting.

Stoney Creek Sanitary District: No report.

Unfinished Business:

Update on application for a side lot line variance from 20' to 10' to allow for a redesign of road services' work area layout: Road Services Chair John Tauber is still working with Shenandoah County regarding this issue. For approval, SBA must show a hardship need for line variance.

Update on violation of Covenant 6.25 at 939 Fairway Drive: Progress noted.

Update on violation of Covenant 6.25 at 5 Mt. Snow Court: The Business Manager noted that the homeowner has until April 30, 2018 to comply.

New Business:

Debt collection/management plan: To be addressed at the next Board of Directors' meeting.

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 May 25, 2018 at 9:00 a.m. Meeting will be held at the Association's meeting room located at 7200 Supinlick Ridge Road, Basye, Virginia. Board Member Gary McDermott noted that he will not be at this meeting.

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 11:30 a.m. Unanimously approved.

Submitted by:

Bonnie Henry, Assistant Secretary
Board of Directors
Sky Bryce Association, Inc.