

**SKYTOP FARM 2017 ANNUAL MEETING AGENDA AND BUDGET
RATIFICATION MEETING
January 23, 2017
7:00 PM
Skytop Farm Clubhouse**

AGENDA

Registration 6:30 PM

- **Call To Order at 7:04pm**

- **Proof of Notice of Annual Meeting**
 - Cole presented a USPS time stamped packet sent as Proof of Notice. Two additional families in attendance. See sign in sheet as proof of attendance.
- **Quorum**

- **Minutes - Approval of January 25, 2016 Annual Meeting Minutes**
 - Last year (2015) minutes were reviewed. They are posted to HOA website in secure section of the site.
 - Questions asked were:
 - Will the Community offer work days? When?
 - Has speeding, specifically among visitors and vendors, been addressed?
 - Has there been an Internet issue within the community?
 - Todd made motion to approve minutes. Eric gave second. Motion carried.
- **Presidents Report**
 - Cole gave an overview of business that took place in 2016. Such business included
 - o Review of HOA fees; cost saving through
 - Volunteerism
 - Community involvement
 - o Maintenance is now becoming more of an issue, as the community is no longer a new construction.
 - o No questions were asked.
- **Treasurers Report and Members Report Year End 2016**
 - Eric gave a summary of 2016 finances. The QB data file was thoroughly reviewed and great attention was given to account clarification and financial accuracy. Eric expanded on the topics of the Gate, Pool and Maintenance.
 - The bank account(s) had not been reconciled. Eric did reconcile all accounts and made adjustments of less than \$1000.
 - Community activities (specifically fireworks) were an overage.
 - Clubhouse repairs were over budget.
 - There may be a year-end adjustment regarding a statement from the electric company that was not received in a timely fashion. The amount is approximately \$900.
 - Joe made motion to approve the reports as presented; Cole seconded. Motion carried.
- **Old Business**
 - Pending commitments by Developer (Representative is Terry Weaver of FRE, LLC).
 - Road overlay commitment – This has been postponed due to the fact the community is, to a large extent, not built out.
 - The question was asked, “How many homes and how many lots?” There are 28 homes of 55 lots that constitute the community currently. The Developer owns 19 lots.
 - The Developer’s lots are currently “Unlisted”.

- **New Business**

- Election of Skytop Farm Board of Directors:

- 05 Votes for Cole

- 01 Vote for write-in Jim Deloach as Director

- 01 Proxy from community member

- 2017 Budget Ratification

- o Cole and HOA Board went line by line over the proposed 2017 Budget
 - Time was spent reviewing the social activities (i.e. fireworks and the committee).
 - Folks asked about a boat launch, picnic tables, swings, etc. near the back of the neighborhood. The Board responded by stating that those items are on the docket but timing is the key factor. No specific dates were given regarding the construction/installation.
 - A hedge of trees along North Rugby is scheduled to start in 2017. It is likely a three-year plan. A 20' buffer is owned by the HOA community for landscaping. A neighborly agreement between lot owners and the community needs to be established. It is roughly a \$30K budgeted item.
 - o Jim Deloach asked about worst-case study on the Reserve. Cole offered to email Reserve Study to anyone interested in seeing it. The Road is the biggest concern, as the overlay has not been addressed as of yet.
 - o A question about the gate was proposed. How much use does it see? Todd said it has opened/closed over 41,000 times this past year. Todd made motion to approve New Business items on the agenda as presented and addressed. Eric gave second. Floor approved.

- **Other Business**

- N/A

- **Adjourn**

Cole made motion to adjourn. Todd gave second. Motion carried and meeting was adjourned at 8:21p