

# Spyglass Ridge Homeowners Association

## Annual Membership Meeting Minutes

January 14, 2025

The meeting was called to order at 7:02PM by Board President Don Carlson.

The quorum for the membership meeting was accomplished by 86 proxies returned. Bylaws state that a quorum for annual membership is 1/5 of the 224 lots (44.8).

A quorum was established with the following Board members present:

Don Carlson, Karen Harkin, Scott Ryder, Mike Cleary, and Pam Romig.

Brent Smith and Tom Beckwith were not present.

Voting is Closed and per bylaws Secretary has asked Mike and Lyndell Cusack to tally the votes. Thank You!!

Agenda for the January 14, 2025, meeting was not adopted.

The minutes of the January 9, 2024, meeting were reviewed. It was moved / seconded by Mike/Karen to approve the minutes as presented. Motion carried.

### Treasurer Report –Mike Cleary

- December 2024 Financial Review
  - Maintenance changes for furnace preventive maintenance of \$205.
  - Fire extinguisher maintenance of \$52.
  - Common Area expenses included \$1,479 for an irrigation repair at the entrance to Liberty View Park.
  - Reserve expenses of \$1648 as the final payment for the replacement of the hot water heater at RCC.
  - The Landscape Escrow Deposit Account has been renamed to Construction Deposit Escrow on the Financial Statement.
- Review 2024 Financial Review
  - Operating expenses for the Common Areas came in at 100%.
  - Total Operating Expenses were also right at 100% for the year.
  - Reserve Funds Expenditures were \$47,284 for the year. Items included were Irrigation repairs from 2023. Community Center had new/replacement items of table and dishwasher, new TV, glass replacement, new main furnace and air conditioner, and retrofitting lights to LED. We also had two irrigation repairs in the summer. The detention pond pump was replaced in November and a new hot water heater was installed.
- Review 2025 Adopted Annual Budget
  - Higher Insurance for 2025 so amount was adjusted.
  - Slight increase for CATV/Internet/Phone as no longer under a reduced plan.
  - Flat for Utility Expenses

- Community Manager / Staff fairly flat
- Community Events – came in lower in 2024
- Community Center and Pool – some difficulties in meeting expectations. So increased for 2025. Service for Maintenance was more expensive, but Chemicals were less than expected. Maintenance & repairs were a bit more expensive as we had repairs to the crawl space, and updated kitchen appliances. Have increased 2025 budget accordingly.
- Common Area – did go over budget for signs and new posts were put in for 2024. Money was spent to control wind moved weeds. A concrete fence on 27 Road had failed and was repaired. Over budget for \$2,000. Numbers adjusted in 2025.
- Highest over budget was postage due to new laws on violation letters being sent Certified. Some legal expenses were made for making the ACC Application a contract. Quick Books license and Domain name also accrued large expenses. This is adjusted for 2025 Budget as well.
- 2025 Budget calls for \$20 for each lot will be put into the Capital Improvement Fund in 2025. \$114 will be put into the Reserve Funds. \$746 will be put into Operating Funds for 2025.

### **Business – Don Carlson**

- IRS Counts for the Community are 88 for Yes and 1 No.
- The Community Manager received a resignation from Brent Smith who was on the Board in 2024.
- We have 224 Lots, 54 are empty, 170 with homes and 1 under construction. There were 16 lots sold; 8 were homes, and 8 were empty lots. One home was sold in the high \$700K and ranged to \$400K's. The lots were sold from the \$40's to the high of the \$170's.
- Capital Improvement changes were not made last year. Many items were included by the membership for 2025 options. Remember that anything over \$5,000 will need 2/3 approval of the entire membership.
  - Hot tub was #1 – Board would need approval as this item could be a two-person hot tub to one that would accommodate many individuals. Keep in mind this would also require higher maintenance costs as well.
  - Xeriscape of the front entrance – removal of the grass and replace with ?
  - Gym enlarged
  - Dog Park Improvements
  - RV Parking
  - Other miscellaneous items.
- New Policies adopted in 2024:
  - New is that going forward for new builds there is now an ACC Contract instead of just an application. The deposit owners pay to the HOA prior to the start of construction that was previously called the "Landscape Deposit" has now been renamed the "Construction Deposit". The primary new feature of the construction deposit is that it is a replenishable deposit that will require an owner to keep the balance at \$5000.
  - Security Policy is in place, with key cards assigned to a single person. New forms with written authorization for the key cards were started in October. There is now a defined contact form.
  - Reserve Expenses for 2024, was about \$42,500. New AC and furnace, detention pond pump, stucco repair, new hot water heater, leak repairs in the Community Center. Main water shutoff for the building was also installed. Crawl space for the installation and moisture barrier to bring the building to code.
  - Irrigation repairs for Bangs and River Ridge. River Ridge and Eagle Ridge had two leaks. Behind Lot 135 in the common area there was a leak that was corrected.

- Pool Maintenance was a bit high, but lower amounts on the chemicals. This is a two-year contract.

Board Members in 2025: We will have 5 new board members at the first of 2025. Roberts Rules of Order is how we conduct the Board Meetings of the HOA. Presidents can encourage motions, but they cannot vote. In 2025, the new board will have to inspect all the insurance policies. (workers comp, liability policies, errors and omissions, etc.) We also need to include all committees for coverage with insurance. New State law is that we must provide membership education as we did in 2024 with the Nomination Committee educating all new board member prospects. One of the Fiduciary responsibilities is to have no conflict of interest. The ACC does sometime have to refer items to the Board for review and it would be the responsibility of any board member sitting on the ACC to recuse themselves on that item.

Question from the floor was made about having a community wide Garage Sale. If there are two or three members that want to have a garage sale, we could add that to the newsletter for communication, but the sale would not be sponsored by the HOA. Otherwise, there might be insurance issues.

**Announce Board election Results (New Board Members) – New members are:**

**Jeff Childs, Karla Beckwith, Patti Schmidt and Matt Dokoupil**

It was moved / seconded by Pam / Karen by the Board to move into Executive session.

**Executive Session: Yes**

- Appointment of Board Officers by Board Members

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***\*Minutes of executive session are on file in the Spyglass Ridge HOA office but not included as part of regular meeting minutes.***

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The next Annual Membership meeting is scheduled to be held at 7:00 PM on Tuesday, January 13, 2026.

It was moved / seconded by Scott / Karla that the Executive Meeting be adjourned. Motion carried 6 – 0. The meeting adjourned at 8:54 PM.

It was moved / seconded by Mathew / Patti that the Annual Meeting be adjourned. Motion carried 6-0. The meeting was adjourned at 8:55 PM.

Respectfully submitted,

Pam Romig  
Recorder of Minutes