

Spruce Hollow Homeowners Association

2025 Annual Meeting Minutes

Facilitator: Shandar Hoagland, DSI Real Estate Group

Meeting Date: May 8th, 2025

Location: Microsoft Team Meeting

Meeting Called by: Spruce Hollow HOA

Type of Meeting: Annual Association Meeting

Note Taker & Time Keeper: Shandar Hoagland

Attendees: Attendance taken via Teams

Agenda:

A) Roll Call

- a. Proof of attendance reached via downloaded attendance report from Microsoft Teams
- b. Introduction of Speakers
 - Shandar Hoagland with DSI Real Estate Group
 - Sarina Kent with DSI Real Estate Group
 - Board of Directors/ ACC
 - Chad Halverson, Paula Lynde

B) Proof of Notice of the Meeting or Waiver of Notice

- a. Shandar presented the original letter that was mailed and emailed to all homeowners.

C) Reading of Minutes of the Prior Meeting

- a. There were no questions on the meeting minutes.

D) Officers Reports

- a. 3 of the 118 homes have yet to pay their 2025 dues. If they do not pay, a lien will be filed so the HOA will get paid eventually.

E) Committee Reports;

- a. Please remember that all exterior changes to your lot need to be approved by the Architectural Control Committee (ACC). All ACC information can be found on the DSI website;
<https://www.dsirealestate.com/hoa/spruce-hollow/documents/>
The ACC has 30 days after receiving all requested documents to approve/deny any project. The ACC is a group of volunteer homeowners, so please be patient when applying for projects.

F) Elections

- a. There was not a quorum present so there were no elections.
- b. The Current Board members agreed to stay on
 - Lisa Moon, Paula Lynde, Chad Halverson

G) Unfinished Business

- a. Pet Waste

Please clean up after your pets!

- b. Mailboxes are the responsibility of the homeowners to maintain.
- c. Pond Safety - Please refrain from swimming and boating in the points. The water may not be environmentally safe to do so.

No mowing, fertilizing or planting in ditches, out-lots or pond areas. Be sure of where your property ends and the common property begins

H) Adoption and Approval of an Annual Budget;

- a. The 2025 Annual Budget was approved by the Board of Directors in December and distributed to all owners.

Below you can see the 2024 financial report.

Spruce Hollow 2024 Financial Report

| | Budget | Actual | Difference |
|---|-------------------|--------------------|--------------------|
| Mowing | | | |
| Entry Sign & OL #1 | | | |
| Green Space OL #2 & 5 | | | |
| Green Space OL #2 & 5 Along Gravel Path | | | |
| Green Space OL #3 | | | |
| Green Space OL #4 | | | |
| Green Space OL #6 | | | |
| Buffer Behind lots 120-125 | | | |
| Trails | | | |
| Total | \$8,500.00 | \$8,355.62 | \$144.38 |
| Landscape Maintenance | | | |
| Topdress Bark Beds | | | |
| Weeding/General Maintenance | | | |
| TruGreen - Entrance & Mulch Beds | | | |
| TruGreen - Walking Trail | | | |
| Spring & Fall Clean-up | | | |
| Pruning | | | |
| Total | \$9,500.00 | \$13,134.75 | -\$3,634.75 |
| Maintenance | | | |
| Inspection of Detention Basins | | | |
| Inspection of Drainage ways | | | |
| Landscaping Storm Damage | | \$1,740.75 | |
| Invasive removals | | \$4,220.00 | |
| General | | | |
| Future Pond Maintenance | | | |
| Total | \$9,000.00 | \$5,960.75 | \$3,039.25 |
| Utilities (Water and Electric) | \$500.00 | \$470.47 | \$29.53 |
| Liability Insurance | \$1,450.00 | \$1,262.31 | \$187.69 |

| | | | |
|--|-----------------|--------------------|-----------------------------------|
| Misc. | | | |
| Annual Report Filing | | \$25.00 | |
| Bank Service Charges | | \$85.37 | |
| Postage | | \$191.54 | |
| Annual Tax Preparation | | \$375.00 | |
| Legal | | \$0.00 | |
| | | <u>\$1,000.00</u> | <u>\$676.91</u> <u>\$323.09</u> |
| Management Fee | | <u>\$7,246.00</u> | <u>\$7,245.96</u> <u>\$0.04</u> |
| ACC Management Fee | | <u>\$4,347.60</u> | <u>\$4,347.60</u> <u>\$0.00</u> |
| | Grand Total | <u>\$41,543.60</u> | <u>\$41,454.37</u> <u>\$89.23</u> |
| Projected Income | | | |
| | HOA Dues | \$41,543.08 | |
| | Late Fee Income | \$281.68 | |
| | | \$41,824.76 | |
| | Expenses | <u>\$41,454.37</u> | |
| | 2024 Surplus | \$370.39 | |
| Balance of Previous Surpluses/Shortfalls | | <u>\$1,771.86</u> | |
| Balance of Future pond maintenance fund | | <u>\$10,000.00</u> | |

I) New Business

J) Adjournment

- a. **Note Time of Adjournment 7:38 pm**