

Minutes of the January 20, 2026

Meeting of the Sandy Point Board of Directors

Location/Time: 3036 River Bay Drive N / 6:00 p.m.

Board members present: Lyn Berkebile, Kim Ebbs, Barb Shuey (video call), Joe Klein, Mona Stephens, Paula Saul, Jay Moser, Nancy Shields, Kay Piotrowicz

Board members not present: N/A

Additional Attendees: Jerri Guinn, Sandy Point Property Manager and Jim Kress, Long Term Financial Advisor. Ralph Shaw, Sandy Point Homeowner

1. Call to Order - Lyn Berkebile (6:01 p.m.)

2. President's Report – Lyn Berkebile

- Meeting Date Selection: The Board selected March 10 as the BOD meeting date (options considered: February 17 or March 10).
- 2026 Annual Community-Wide Garage Sale: The event is typically held in early June. Mona volunteered to organize the garage sale, including flyers, balloons, and collection of funds.

3. Secretary's Report: Approval of Meeting Minutes – Kim Ebbs

- November 18, 2025, Board meeting

BOD Action: There were no additions or corrections to the minutes. The minutes were approved as submitted electronically and approved unanimously.

4. Management Report – Jerri Guinn

January 2026

Accounts receivable - None

New residents

- Tyler Rector and Asia Feeser 8048 RBDW
- Diana Ingemanson and Jason King 8141 RBDE
- Michael Powers and Belinda Cozzy-Powers 8068 RBDW

Grounds

- Winter tree work has started; Landscape Solutions is scheduled to complete the work weather permitting next week - \$18,500.00
- Submitted application for pool license - \$310.00
- 3-TIER wall was installed to prevent erosion - \$14,880

- Worked with Quinn's Landscaping to give us a bid for shoveling the sidewalks. The original quote was \$1,900, which was negotiated down to \$1,300. The Board identified the need to update the snow removal policy in the HOA manual.

BOD Action: Snow Removal Policy Update: Lyn reviewed the proposed update and made a motion to approve the revisions. The motion was seconded by Barb Shuey and approved unanimously. The updated policy will be announced in the newsletter.

New Snow Removal Policy: Snow is removed from the streets, driveways, guest parking lots, and front sidewalks leading from each home's front door as soon as possible after at least three (3) inches have accumulated. Each resident is responsible for snow removal from any other walkways or paths around their home and for the application of sand or concrete-safe ice melt on sidewalks and driveways. Using sand, rather than salt, on driveways and sidewalks is preferred. Move any vehicles parked in driveways to allow for snow removal.

Building

- Erie insurance master policy was paid in full - \$74,436.00.

5. Treasurer's Report/Long Range Planning Report – Paula Saul & Jim Kress

- Financial Reports: Paula emailed the Sandy Point December 2025 Financial Reports to the Board of Directors in advance for review.
- HOA Meeting Location (Annual HOA and Other): Paula will proceed with reserving the school.
- 2026 Budget Monthly Distributions: Jim emailed the 2026 budget monthly distributions, outlining projected spending by account and estimating the months in which expenses may occur. Jim will coordinate with Jerri to enter the monthly figures into QuickBooks, which will enable generation of the monthly financial reports. Jim also invited Board members and Committee Chairs to review the data and process (same process used in years past)

6. Architectural Control Committee (ACC) Report – Kay Piotrowicz

- Projects Completed/Follow-up needed to close out file – 4
- Projects Approved/In-Progress - 6

ACC Committee Update

Note: The Declaration of Covenants, Article IX, Section 1, is the basis for having the Architectural Control Committee (ACC). The ACC is required to consist of at least three members appointed by the BOD. An elected member of the Board is designated the Architectural Control Committee Chairperson to satisfy this requirement and to afford good communication with the Board.

- The committee met on 1/5/2026 to discuss processes and responsibilities
- Additional Committee Member(s) – The committee is considering adding a fourth member and will set up interviews once all members are available in mid to end of February.

BOD Action: A motion was made by Lyn to appoint members of the ACC. “I move that, in addition to Kay Piotrowicz who serves as chair, Bill Hall and Mark Truett be appointed to the Architectural Control Committee.” The motion was seconded by Joe Klein and approved unanimously.

New Requests & Correspondence

- The ACC established a dedicated email address for future requests (ACC.sandypoint@gmail.com). The Sandy Point website will be updated to include the most current ACC documents.

7. Building Committee Report – Joe Klein & Barb Shuey

November – January:

- The Sandy Point Maintenance Request Form has been a big success. The form and processes are working, and residents have been appreciative of the prompt in person visit from the Property Manager and Building committee to discuss their request.
 - As of the middle of January, seventeen requests have been submitted by our residents.
 - As of now eight of the requests have had the action taken, work complete and closed.
 - The remaining requests are on hold until weather permits and are at the top of the to-do list.
 - The Building Committee, Barb Shuey, is loading completed request on an excel spreadsheet for further needs.

8. Communications Committee/Resale Assessment Project – Nancy Shields

- **Resale Assessment:** Nancy presented a document to the Board to support an initial discussion on whether the Sandy Point HOA should revisit the concept of a resale assessment. The Board discussed considerations related to scope of work, purpose and justification for the assessment, resource needs, and communication strategy
- **Next steps:** The Board directed that a comprehensive rationale for the resale assessment be developed and brought back to the Board for review (no later than the April 21, 2026, BOD Meeting). A possible HOA vote will be scheduled for late July, pending further Board consideration. Paula was asked to reserve a venue in late July in case an HOA meeting is needed.

9. Grounds Committee Report – Jay Moser & Mona Stephens

- The Grounds committee met on Jan. 20th to do long range planning

10. Review Open or Old Business

- No Open or old Business

11. New Business

- Landscaping – Front Entrance: Lyn and Jerri received a request from Nantucket for a collaborative meeting regarding landscaping at the front entrance. Chairs of the Grounds Committee, along with Jerri and Lyn, will meet with Nantucket to review the proposal and gather information. Information will be brought back to the Board of Directors for consideration and decision-making.

12. Announcements

- No Announcements

13. Adjournment

- The meeting adjourned at 7:25 p.m. for an Executive Session of the BOD, which followed immediately after.

Submitted by Kim Ebbs (Secretary)