

PROPERTY OWNERS ASSOCIATION OF HILLTOP LAKES, INC.
REGULAR BOARD OF DIRECTORS' MEETING
JANUARY 11, 2025
TONKAWA ROOM
OPEN SESSION @ APPROX. 3:00 P.M

Minutes

In Attendance: President Raymond Escoto, Vice President Don Ritchey, Secretary Doug Johnson, Treasurer Tiffany McKinney, Farrell Butler, Bill Williamson, Dennis Freerksen, Kyle Beal
Absent: Biff Adams,

- I. Called to order at approximately 3:00 PM – by President Raymond Escoto
- II. Invocation & Pledges led by Swen Crone, respectively
- III. Approval of January 11, 2025 Agenda / Motion to amend the agenda by Vice President Donald Ritchey, for Item IX(a) from Restaurant Update/Discussion change to Discussion/Action, X(b) Members to be heard – Discussion & Potential Action be removed and, X(c) be moved to after Financial Report, Item (f) to be moved to Item IV, add Election Committee to the Ad Hoc Committees. Motioned to amend and approve the agenda by Farrell Butler, 2nd by Dennis Freerksen, unanimously approved.
- IV. Appointing of New Board Members: Kyle Beale -1 Year Term, Tiffany McKinney- 2 Year Term, Biff Adams - 1 Year Term. Motion by Donald Ritchey, 2nd by Dennis Freerksen, unanimously approved. Judge Ryder Swore in Doug Johnson, Tiffany McKinney, Kyle Beale. Biff Adams will be sworn in at the next meeting. A Motion made by Doug Johnson to have Tiffany McKinney as Treasurer, 2nd by Bill Williamson, unanimously approved
- V. Recap Closed Sessions – January 11th – Discussion Only- PO Issues that are being addressed, Employee positions in the office and maintenance are on the website. Legal issues are being discussed.
- VI. Recap of Decisions Taken Since Last Meeting (if any) – None Taken
- VII. Committee Reports
 - a. Architectural Control Committee – Discussion Only/ Randy Patro – provided ACC permit report
 - b. T-38 Club Committee – Requesting assistance from the board to assist financially for grass burs control in the airport plane parking area. Grass Burs discourage planes from landing, and guests enjoying.
- VIII. Financial Report – Financial & Operational Highlights – Discussion Only / Tiffani McKinney / Briefly went over printed report handout / Refer to financial print out.
- IX. Old Business

- a. Restaurant Update – Discussion/Action: A motion by Bill Williamson to move forward with legal to cease the contract due to the inability to keep the restaurant and bar open as specified in the contract as well as other issues., 2nd by Farrell Butler, unanimously approved.
- b. Resignations – Office Employees & Board Members-Resignations of two office personnel were accepted, current job opening postings are available on the website

X. New Business

- a. New HTL Insurance Agent Introduction- Postponed due to bad weather, rescheduled and will be here for the February board meeting.
- b. Members to be Heard – Discussion & Potential Action:
(1) R. Hime-Wants POA Board to assist in rebuilding the Kickapoo Club. The board has agreed to discuss the matter further once the matter with the current lease is situated.
- c. 2024 Annual Audit & Tax Preparation Engagement Letter Acceptance – Motioned to approve the 2024 Annual Audit & Tax Preparation Engagement Letter Acceptance made by Bill Williamson, 2nd by McKinney, unanimously approved
- d. Livestreaming of Board Meetings – Motioned to allow livestreaming of Board Meetings in the future was made by Bill Williamson, 2nd by Kyle Beale, unanimously approved
- e. 2025 Ad Hoc Committees – Establish Committees, Approve Charters, Appoint Chairs: Motioned to Establish Committees, Approve Charters, Appoint Chairs made by Tiffani McKinney, 2nd by Dough Johnson – unanimously approved
 - i. Activities Committee – Tiffani McKinney
 - ii. Beautification Committee – Farrell Butler
 - iii. Lakes & Dams Committee – Mike McMullan
 - iv. Finance Committee – Tiffani McKinney
 - v. Maintenance Committee – Donald Ritchey
 - vi. Elections Committee – Dennis Freerksen
 - vii. Dog Control Committee- to be added

XI. Board Approval – Sale of Lots – Motioned to approve list of sale of lots was made by Bill Williamson, 2nd by Doug Johnson, unanimously approved

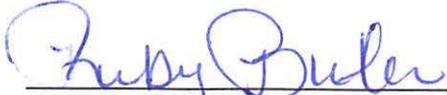
XII. Members to be Heard –

- (1) Sylvia Guzman – Employee Retention Credit-Someone will be assigned to investigate the details.
- (2) Sadie Kline – Wanted a Security Update. The information shared is that the POA Board is working with Leon County Sheriff's Department more info to follow.

(3) Joyce Perkin – Mona’s Retirement Party Invite.

(4) Doug Johnson requests to have the \$6.00 fee reversed. Item is tabled until more time is given to new board members to do more research.

XIII. Adjourn: Motioned to Adjourn made by Donald Ritchey, 2nd by Farrell Butler, unanimously approved


Prepared by: Ruby Butler

2-14-25
Date


Approved by: Raymond Escoto, President

2-14-2025
Date

NOTES:

- 1) Open Session recorded and uploaded to the members’ only area of the website the following business day.
- 2) Video recording/Livestreaming of the meeting is not permitted unless specifically approved by the Board of Directors.