

Sent out for corrections: 8-31-23
Sent ballot out for approval vote: 9-6-23
Board Minutes approved by vote 8/8: 9-8-23
Posted Minutes on Website: 9-23

Draft Minutes
SBHOA Board of Directors
August 28, 2023
5:30 pm @ Stone Brooke Clubhouse

Call to Order

Quorum is met. Directors present are: Jeff Borgmeyer, Cheryl Martin, Marlene Johson, Devon Iddings, Jim Reynolds, and Fred Johnson. Jim Billings, Aaron Keller, and Kathy Rathe are absent.

Approval of Agenda

Moved by Fred, seconded by Jim R, and the Board unanimously approved the Agenda.

The July Meeting Minutes Status – Cheryl Martin

The July Board Minutes were sent out for corrections on 8-14-23, approval vote by 8-16-23, then posted on the website by 8-23-23 with a 9/9 approval. The vote is recorded by Google Forms and can be viewed by contacting the Board Secretary.

Stone Brooke Residents Present

Sharon & Dean Axland, Jo & Beth Klein, Mark Widriechner, Kathy Glatz, and Jim Heerema

Treasurer's Report – Aaron Keller

Financial Statement Summary for the month ending July 31, 2023

Total Assets and Liabilities & Equity were \$554,522.80. The total cash and cash equivalents was \$356,745.63. This figure includes Common Area Capital Reserves of \$5,000 in cash and \$25,267.81 in CDs as well as insurance reimbursements for hail damage of \$153,902. Liabilities included net Accounts Payable of \$16,179.19 with the issue of the negative accounts payable to be corrected at year end by the accounting firm of Klatt & Associates.

The statement of operations reported a Net Operating Revenue of \$7,133 and a Total Net Revenue of \$157,123. The Total Net Revenue figure included \$6,792 Change in Investment Value and \$153,902 for Insurance Reimbursements for hail damage.

Since Aaron is ill and not present for the meeting Fred moved to table approval vote, seconded by Jim R, and unanimously agreed.

Kathy Glatz requested the treasurer's report be provided to committee chairs in advance of board meetings. It was agreed to ask Aaron to do so.

Old Business

- ***Cure Letter for Unpaid Dues Update for the Board's Awareness– Aaron Keller***

The letter has been sent, the resident has not responded or paid any late fees.

Committee Reports from Liaisons -

Architectural Control: Marlene Johnson

Residence at #1518 Stone Brooke Rd. requested permission to replace wooden deck stairs with composite boards and aluminum railing. Jim R moved, Fred seconded, and the Board unanimously approved.

Building Maintenance: Jim Reynolds

TMJ will be returning in September for a second round of small scale repairs along with Cutting Edge Painting.

There was discussion again about communication concerning maintenance schedules for the homeowners.

It was discussed that since BM and Chad make the list in the first place for maintenance that the Committee would be the first email communications to the residents for a "heads-up" of their impending work. The Contractor will then call or email the resident of a notification closer to the work date.

A notice will be in the September Connection giving a general idea of maintenance schedules.

Clubhouse and Pool: Devan Iddings

September 4 is the last day for the pool.

There's a hold on the bike rack until next year's budget.

The daily night pool cover has been repaired.

Need a quote from the electrician before the cabinets are installed.

The cabinets are ready for installation.

There is still a search for a replacement winter cover. WCI quote was \$4,500.

Grounds: Marlene Johnson

The removal of invasive weeds has continued. Most recent attention has been Central Woods path and Prairie Overlook path.

Weeds have been removed in the Stone Brooke Circle parking lot. This is a City of Ames responsibility but hasn't been done. Grounds will be taking this on now, on a monthly basis. Dead ash tree removal continues.

Tree watering continues on a weekly basis as well (120 gallons of water/week, supplied to approximately 25 recently planted trees. Two residents have adopted 5 trees for watering.

Fencing enclosures for 2 of the 3 young prairie crabs planted off the south creek path have been replaced with larger diameter fencing to accommodate their rapid growth, the third crab's fencing will be replaced in September.

Any red ring around a tree means it is earmarked to be removed.

Spring plant/bulb exchange will be communicated to the residents and planned for in September held in the Fletcher Parking lot.

Fletcher Parking Lot Clean-up the bed will be September 5.

Chad will check with Hawcott as another option for a plan for the common area easement on Stone Brooke Rd.

Hospitality: Kathy Rathe

Held Events:

The Back to School Supplies Drive for Teachers received \$1,175 in supplies, gift cards and cash was collected. This was a great success.

Brick and Ember Food Truck was canceled because of their lack of workers for the event.

Planned Events:

Come and Go Coffee/Tea with Cinnamon Rolls on Sept. 29 at 9-10 in the Clubhouse. Come and visit with neighbors.

Lorrie Hanson and Pie in October.

November 2 will be the Fall Potluck.

October Connection will be delayed until the 5th.

Investment: Fred Johnson

July 2023 Vanguard Statement Summary Report. A net \$1,715.50 gain before the \$700 test withdrawal. YTD net \$7,599.22 gain.

Not included in the July 31 report total investment balance is a August 1, 2023 "Pending Bank Transfer" from First National to a Vanguard Money Market account (paying approx 5% interest) in the amount of \$134,000 representing Hail Insurance Reimbursement.

Insurance: Jim Billings

No report

Welcome: Jim Billings

No report

Comments from Property Service Agency - Chad Marty

- **Hail Damage Roof Repair Schedule Update**

TMJ will be targeting hail damage roof replacements beginning September 11 for the first wave of approximately 30 roofs. These will be roofs with total loss claims where the claim as well as the check from their insurance company and their deductible have been turned in to SBHOA. With the exception of a few very recent claims, everyone who has submitted their claim should have received a response from PSA. The Clubhouse has a total loss of roof and will be replaced in the first wave this fall.

The roofs with the older 3 tab shingles (class 3) will be replaced with an upgraded Class 4 shingle. The difference in cost of the two types of shingles will be paid out of the roofing budget.

There are at least 8 adjoining units where one side has an insurance claim for a total loss on their roof and the adjoining side insurance claim is either minimal damage or the adjoining resident hasn't/won't file a claim. The units showing no loss or haven't been inspected will be inspected by TMJ in the near future.

The hail committee (Chad Marty, Jeff Borgmeyer, Sharon Axland, Aaron Keller and Jim Reynolds) have been reviewing hail claims, defining strategies and have been collecting insurance claims/money. This has been a time consuming process. We now have 50% of the residents that have turned in their roof inspection claims.

- ***Curb Box Shut-off Repairs Update***

Late August Drain Tech plans to fix all those repairs.

- ***Path Repair Update***

The two large sectional path replacements with curb have been completed. Crack sealing has been completed on the Clubhouse parking lot and approximately 80% of the paths as well. Crack sealing on Fletcher parking lot and the West Woodland and East Wetland paths remain.

Comments from Audience

Resident, Julia Badenhope, of 4111 Stone Brooke Rd presented a proposal to integrate contracting services for roof, siding, flashing and wall/roof sheathing repair along with the window and door replacement with PSA. The main goal is to schedule the work in coordination of the priority of the projects.

It was decided that this needs to go to the Building/Maintenance Committee for discussion and present back to the Board with findings.

Comments from the Board

Adjourn:

Fred moved, seconded by Jim R, and the Board approved to adjourn at 6:47pm.

Next scheduled BOD Meeting, September 25, 2023, 5:30 PM