

Approved
SBHOA Board of Directors
November 28, 2022
5:30 pm @ Stone Brooke Clubhouse

Call to Order - Jeff Borgmeyer, Cheryl Martin, Aaron Keller, Doyle Kepley, Kathy Rathe, and Fred Johnson are present. Jim Billings, Devan Iddings, and Marlene Johnson are absent. Quorum is met.

Approval of Agenda - Fred moved, Doyle seconded, and the board unanimously approved.

October Board and Nov. 10 Reserve Special Meeting Minutes – Cheryl Martin

The October Board Minutes were sent out Nov. 2, 2022 and were approved by 7/8 present Directors on Nov. 5, 2022 by using Google Forms voting ballot.

The Nov. 10th Reserve Special Meeting Minutes were edited and approved by 6/6 attending Directors by 11/17/22. It was posted on the website 11/28/22.

Stone Brooke Residents Present:

Russell Wood, Jo Dee Townsend, Jim Heerema, Susan Donaldson, Loren Donaldson, Sharon Axland.

Old Business

Common Area Reserve Subcommittee – Jeff Borgmeyer

Wrap up from the Common Area Reserve Funding Campaign, Voting Results & Next Steps:

The vote was 88% approved with 90 voting YES and 12 voting NO.

It was moved, seconded, and unanimously passed to post The Reserve Study in full and the Summary on the website. The itemized worksheet, 10 year calendar, and time table will ensure that future boards will be aware and will be able to carry out the purpose of this study.

Treasurer's Report – Aaron Keller

Amend approved 2023 budget to include funding of the Common Area Asset Reserve

Doyle moved, Jeff seconded, and the funding in the annual amount of \$312 for all 192 members was unanimously approved to be added to the monthly dues.

Letters will be sent out to the residences through the mail Tuesday 29, 2022.

YTD Budget

Total Assets and Liabilities stood at \$532,496 as of October 31st including \$208,532 in checking and savings.

The statement of operations reflected a net revenue of \$140,452 YTD through October. This figure included an unrealized loss of \$12,494 YTD on the investment portfolio. The level of net revenue reflected, does not yet include all of the annual roofing, painting, and gutter replacement costs.

After review, it was moved, seconded, and unanimously approved by the board.

Committee Reports from Liaisons

- *Building Maintenance: Doyle Kepley*

Report given by Chad Marty during PSA report.

- *Grounds: Marlene Johnson*

Hawcott completed leaf removal services. Hawcott is finishing fall feeding and if chosen by residents aeration and overseeding of their own yards.

Jean, Jeff, and Chad met to review the year and plan for the snow season.

- *Clubhouse and Pool: Devan Iddings*

The committee met Nov. 3rd. Discussions included: Cabinet possibilities for additional storage in the clubhouse, additional ideas for internet since providers consider Stone Brooke a business and therefore a more expensive rate, a donated 55" smart television for installation in the Clubhouse, possible locations on the north side of pool fence for a 6-bicycle bike rack, and adding 6 new deck chairs and 2 lounge chairs for the pool.

Action: Devan will check Habitat for Humanity stores and other places for cabinet possibilities. Television installation to-be-decided. Carol will check local seasonal sales on pool furniture.

- *Hospitality: Kathy Rathe*

Held Events: Clubhouse Lawn/Parking Lot Halloween Outdoor Movie, Hocus Pocus, with about 40 people in attendance. Halloween Trick/Treat, anywhere from 12- 40 Treaters participated.

Holiday Gift-Giving Collection for YSS along with food for MICA.

Upcoming Events: Holiday Crafts and Open House, Holiday Wine and Cheese Social, and Christmas Movie Night-The Polar Express.

- *Architectural Control: Marlene Johnson*

No projects have been proposed.

- *Investment: Fred Johnson*

There has been an upswing in the market with a \$6,932.83 gain seen in October putting the year-to-date loss \$12,493.99.

- *Insurance: Jim Billings*

No Report

- *Welcome: Jim Billings*

No Report

Comments from Property Service Agency: Chad Marty

Maintenance schedules/status (gutter, paint, roofing)

Roofing: TMJ has completed the final 4 roofs for 2022.

Gutter: All replacements have been completed. One gutter repair left, otherwise all are completed.

Painting: All full paints scheduled have been completed. All touch up paints are completed. A few repair work done later in the fall have not been painted, and may have to wait until spring.

Waterbury Circle community mailbox stand was painted.

Siding/Trim: The replacement on WBC is complete and painted. There are still a few cosmetic repairs left and TMJ will work on those as weather permits.

TH 1506 downspout issue - PSA is working with ATR to make the original underground line work until spring when the homeowner can investigate having a pvc tile adapter added to his underground line or an alternate solution.

Communication to residents before the actual work begins- The normal line of communication for standard work to be done organized by PSA is once the contractor and bid has been confirmed, the homeowner is notified by email from PSA. There was a lack of communication to PSA of new residents' emails at the time when new committee members took over. PSA is working on updating that information. When the notification email is sent out to the residents, there should be time for any water drainage problems and changes to configurations to be discussed and solutions planned.

Fletcher Court approach update

JRM is the approved contractor for the work. If it still doesn't get accomplished this fall, it will be on the top of the list for spring 2023.

Water supply line replacement- PSA is checking with the city for any other contractors that they would recommend. Jet Drain is not taking on new jobs. Ames Trenching is who we have been working with but they are not getting to it.

Path Repair - no report

New Business

- For awareness: Meeting of the Board Officers, Chad Marty and Bill Dreyer to discuss the path forward for Fletcher Court repairs scheduled for Jan 9th, 10 AM, Clubhouse.
- Questions and discussion concerning Fletcher Court and other infrastructure related projects included in the Common Area Capital Reserve..

Should it be another committee with a chair and qualified members? Should it be an Ad Hoc committee that comes together each time the board identifies a project? Who handles and keeps track of the balance sheet?

Comments from Audience

Jo Dee Townsend presented a letter to the board requesting that her property be removed from the Homeowners Association and the associated obligation to pay dues.

Comments from the Board

The board informed Jo Dee Townsend that the letter would take further discussion and investigation of the Articles of Incorporation, Covenants, Bylaws, and Policies. The President, Jeff Borgmeyer, would then send Ms Townsend a letter with the board's conclusion.

Adjourn: Moved, seconded, and approved to adjourn at 6:30pm

Next scheduled BOD Meeting January 23, 2022, 5:30pm

Respectfully submitted by Cheryl Martin, Secretary to the Board