

Stone Brooke Assoc. Board Meeting
Approved Minutes
June 27, 2022
4:30 pm Stone Brooke Clubhouse

***Masks are welcomed but not required.*

Call to Order-Determination of quorum: all present

Approval of Agenda-moved, seconded, and approved

Summary of May 23, 2022 Board Meeting Minutes – Cheryl Martin
Approved June 10, 2022 via email and posted on Stone Brooke's Website
June 20, 2022.

Approval of the Annual Meeting Minutes – Cheryl Martin

Moved, seconded, and approved unanimously. There was discussion on using Google Forms as a way to track email votes. Devan offered to help Cheryl to implement this program for online voting.

Stone Brooke Residents Present: Sharon Axland, Joyce Hardisty, Jeff Hanover, Kathy Glatz

A. Old Business

1. Reserve Study – Aaron Keller
 - Board endorsement of Final Reserve Study - Moved by Jim B., seconded by Aaron, and unanimously approved by the board.
 - Board endorsement of recommendations from the Reserve Committee
 - The purpose of this study is to show need and to show a process to bring the common area reserve up to a level that would afford the cash flow to pay for those capital improvements from all of the 192 households.

Discussion followed on how to share the information so that residents can understand what the \$30 dues increase covers and how it is figured for each homeowner. It was decided that the board needs to clearly understand how the dues are calculated before there is a vote. The Ad Hoc committee will discuss it at their next meeting.
2. Gutter and Downspout Policy - Sharon Axland
 - Seeking Board approval
 - The Building Maintenance Committee recommends this policy. Fred moved, Jim B. seconded, and unanimously approved. It will be sent out to the residents to read through as the final new policy.

3. Mailbox Appearance Policy – Jeff Borgmeyer

The 2017 Mailbox/post policy was reviewed. The standards are that the posts are to be painted white, or use a white resin post that requires no paint, or a natural stain on the wood post. The resident that has expressed concern would like to have a timeline for action. Jeff and Jim B. will walk through the neighborhood (Class A) to tally those households that are not in compliance, followed by a letter to be sent on behalf of the board requesting compliance by a specific date.

B. Treasurer's Report – Aaron Keller

As of the end of May, assets and liabilities stand at \$473,855.31. The total expenses for the month of May exceeded revenue by \$5,529.57. Year -to-date total revenues have exceeded total expenses by \$55,632.25.

Doyle moved, Fred seconded, and unanimously approved.

C. Committee Reports from Liaisons

1. *Building Maintenance:* Doyle Kepley

Included in Comments From PSA

2. *Grounds:* Marlene Johnson

Julia Badenhope, professor of Landscape Architecture at Iowa State University, reviewed the survey results with the committee. A tentative date, July 14 was set for sharing with the residents and also giving an opportunity to ask questions. One concern that came to light from the survey is what can Stone Brooke do about our rain water runoff. A possible monetary option would be writing State and Federal grants. Julia has that information.

There are resident concerns about the runoff creek on the east boundary of Stone Brooke over-running it's banks along the path as well as a very strong current water path through the common grounds reaching homeowners' retaining walls. There is no water damage at this time. There has been numerous communications with the run-off department of the city. There has been no actions to solve this concern as yet.

It has been noted by a committee member that there have been occasions that residents living on Hoover have put brush on our side of the creek for our removal. The committee member has dates and pictures of the concern.

Paths - Red marks on the paths indicate necessary repairs and should happen this fall. The yellow marks indicate repairs needed if budget allows.

Trees - The trees have been checked; some will be pruned and some trimmed. RJ/Dan's Custom Landscaping will come next week to prune and cut down trees.

Lawns - Since some residents want their lawn cared for differently than it is now being done and since that is an individual preference, it was suggested that they should consider contracting for an upgraded service with a business of their choosing.

3. Clubhouse and Pool: Devan Iddings

There was concern that the pool door was being left open during events. Instructions to keep the door closed have been clearly posted. Pool-use instructions were reviewed and then emailed to all residents with specific emphasis on the statement to release Stone Brooke Association of any and all liability concerning pool use.

Dave Martin will check with the Friendship Ark administrator on their intended use of the pool before issuing a Clubhouse key.

The Clubhouse custodian has had positive feedback.

Replacement clips will be ordered for the missing attachment clips from the Clubhouse vertical blind shade.

4. Hospitality: Kathleen Rathe

These are the fall events that are in the planning stage: Fall potluck with a speaker, ISU tailgate for an away game with games and a food truck, Halloween Trick-or-Treating in Stone Brooke, a family movie night.

Mary Wilson is a new member to the committee.

Bill and Jan Andersen have stepped away from the committee.

Kathy Glatz will be gone July 5 – 23rd. Char Hulsebus will step in for Kathy during this time.

5. Architectural Control: Marlene Johnson

There is one proposed project for approval at the June meeting of the Stone Brooke Board of Directors. Homeowners of 4324 Stone Brooke Rd would like to add a sunroom to their home to the space of their existing deck.

The Committee recommended that all siding, trim, and roofing materials should match those materials on the existing unit; the soffit at the gable end on the north should be flush to match other gable ends on the unit and the other units in Stone Brooke and finally the horizontal white trim board should be added at the base of the gable to match other gable ends on the unit and other units. The homeowner has agreed to make the changes requested.

The committee recommends the proposed sunroom addition be approved.

It was moved, seconded, and unanimously approved.

6. Investment: Fred Johnson

Discussed future withdrawal request from the SBHOA Board.

Reviewed current investments - Vanguard Healthcare, Vanguard Wellington Admiral and Berkshire Hathaway. Members are comfortable with the current investment holdings even with a major drop in the market.

If the Board should indicate a need for funds from investments the committee may consider as an option moving an appropriate amount from equities to income type securities.

May 31, 2022 ending balance is \$114,060.73. Calendar year to date change in value -\$8,540.60 whereas the monthly change in value is +\$216.58.

7. Insurance: Jim Billings

The Insurance Committee has reviewed and tabulated information from all the Insurance certifications submitted to SBHOA as of mid-June, and submits the following information regarding the Dwelling Replacement Amount on Stone Brooke resident homeowner insurance policies.

Out of 167 Townhomes

Summary: 79 TH \$300K or more insured

40 TH \$250-300K insured

27 TH \$200-250K insured

4 TH \$200K and below insured

10 TH waiting information

Where does your home insurance liability stand?

8. Welcome: Jim Billings

The house at the corner of Woodhaven and Fletcher Blvd. will be closing in a few weeks. Sean and Kori Ryan are new residents at 4029 Fletcher.

The new resident at 4028 Fletcher Blvd. is Karen Nelson.

D. Comments from Property Service Agency: Chad Marty

- Maintenance schedules (gutter, paint, roofing)

The Building Maintenance Committee approved the replacement of 6 roofs with TMJ Construction.

Two other roofs on Fletcher are up for possible replacement this fall.

Still waiting for TMJ to give estimates of gutter replacement prices for proposed units.

More of the first work orders for siding/trim repairs are ready to send out this week.

Dutchman Painters is finalizing their estimates for painting since we have received the Eagle View reports. Then recommendations will be made to the BMC on the number of units to paint this year. September is the start date of painting units.

Touch-up painting and painting of repair work will take place in July. Several work orders were sent to TMJ for roof leaks.

- The Grounds Committee walked paths with Speck USA to obtain an estimate for repairs. It should be available next week.
- Fletcher Court approach update
There is still no progress from Dave Stenberg Concrete. It was decided not to wait any longer. PSA has started a search for another contractor's quote.
JMR is sending an estimate and could do the job this fall.

E. New Business

1. PSA Contract Renewal - Chad Marty and Jeff Borgmeyer
The Ad Hoc contract committee will meet to put together a recommendation.
2. SBHOA Website. Discussion with respect to listing Board members personal phone numbers and email addresses on website - Jeff Borgmeyer.
It was decided to take off all personal contact information although leaving Board members and Committee Chairs names. There were a few questions to be researched: Can Board Meeting Minutes be password protected so that only Stone Brooke Community members are able to read them? Who answers the Stone Brooke email? Is it possible that questions for the board go through this email?

Comments from Audience - It was noted that the beaver dam has been removed.

Comments from the Board

Jim Billings met with the Gazebo committee and it was decided to wait until after the Dues Meeting had been held and passed before bringing this up to the residents.

Adjourn - Moved, seconded, and passed to adjourn at 6:40 p.m.

Next scheduled BOD Meeting July 25, 2022, 4:30 p.m.