

**Approved Minutes
SBHOA Board of Directors
August 22, 2022**

4:30 pm @ Stone Brooke Clubhouse

Call to Order—Determination of quorum

Jeff Borgmeyer, Cheryl Martin, Aaron Keller, Doyle Kepley, Kathy Rathe, Fred Johnson, Devan Iddings are present.

Marlene Johnson and Jim Billings are absent.

Approval of Agenda - Moved, seconded, approved.

Summary of July 25 Board Meeting Minutes – Cheryl Martin

Eight of the nine Directors gave approval using a Google ballot.

Stone Brooke Residents Present: Kathy Glatz, Joyce Hardisty, Sharon Axland, Loren Donaldson, David Martin, Jean Marsden

Old Business

Reserve Subcommittee – Aaron Keller/Jeff Borgmeyer

- Draft Reserve Policy - This policy will ensure that the reserve will continue to do its work and operate in the future as intended.
Moved, seconded, and approved unanimously.
- Approval of Revised Reserve Study Report -
Aaron presented the correction resulting in the recommendation to fund the Capital Asset Reserve by collecting \$26/month from each residence instead of the \$30/month stated in the original final report.
A motion was made to adopt the revised report as the Final Reserve Study Report. The motion was seconded and approved unanimously.
- Based on the recommendations of the Reserve Analysis Report a motion to seek member endorsement of reserved funding at a special meeting in november. The level of funding to be requested will be \$26/member/month.l - It was moved, seconded, and approved unanimously.
- September Reserve Members Informational Meetings Update - The dates are set and the Clubhouse is reserved for Sept. 7 at 3:00 and Sept. 22 at 7:00. Details of the meetings will be finalized at the next Reserve Study Ad Hoc meeting.

Treasurer's Report – Aaron Keller

- The Treasurer reported an asset balance of \$519,912.07 as of July 31st. Year to date net revenues exceed expenses by \$105,237 and that number is \$100,266 over a budgeted net of Net Income of \$5,171. The significant net income is a result of not yet being invoiced for roofs, gutters and painting for townhomes. All Committees are requested to get their 2023 operational budget finalized by mid-end September. Aaron will then be able to compile a draft of the operational budget for review at the October Board meeting with final approval of the 2023 Operational Budget in early November.

Fred moved, Doyle seconded, and the Treasurer's report was unanimously approved.

Committee Reports from Liaisons

Building Maintenance: Doyle Kepley or Chad Marty

This is given in the PSA report

Grounds: Marlene Johnson - given by Jean Marsden

This month's time was spent transferring contact information, progress of the on-going project list, and future projects from Andrea's files.

Hawcott Lawn Service moved mulch to several areas along the West Woodland Path and Prairie Overlook Path to be raked around trees and bushes.

Zach Purhenn from Iowa Native Trees and Shrubs planted several low-growing sumacs on the West Woodland Path.

PSA shared with the committee that estimates for trail repair were greater than the target budget of \$6-8,000. \$14,000 was the estimate. Hopefully this can be found in other areas of the budget so that the trails can be repaired this season.

Contracts for the 2023 budget are being worked on. Hawcott is expecting a 6-7% increase over this year's contract.

Landscape By Design submitted a snow removal contract for Nov. 1, 2022 - May 1, 2023 and appears to be the same as last year's contract.

Clubhouse and Pool: Devan Iddings

The pool will stay open through Labor Day weekend.

The fence has been power washed and a clear preservative brushed on both sides by volunteer youth as a community service project. The signage has been repainted on the pool deck.

Discussion continued on offering internet at the clubhouse. Devan will look into options and costs.

Hospitality: Kathy Rathe

No events were held this month.

September 12 a craft & sewing group will make a fall craft with the ladies of the Friendship Ark House.

September 22 will be the fall potluck and the speaker will be Officer Kurt Kruger speaking on home and cyber security.

October 1 will be an ISU Tailgate for the away game.

October 31 will be Halloween Trick-or-Treating in Stone Brooke.

Architectural Control: Marlene Johnson

A project at 1526 Stone Brooke Rd converting the screened-in porch to a four season porch was recommended for approval by the committee. Doyle moved, Aaron seconded, and unanimously approved by the Board.

Investment: Fred Johnson

There was an upswing in the market and then a decline. The committee is making no adjustments at this time.

Insurance: Jim Billings

No report

Welcome: Jim Billings

No report

Comments from Property Service Agency: Chad Marty

- Maintenance schedules (gutter, paint, roofing)

Dutchman's Painters have started on the painting list for Stone Brooke. They will be working on it for the next several weeks. They will also submit a quote to paint the Waterbury Circle mailboxes. TMJ and PSA completed some more of the siding and trim repairs in August. They will continue to work on the list in September.

Since there has been an increase in gutter prices with TMJ, ATR Seamless Gutters was contracted for a quote.

TMJ is projecting October for the final roofs this year.

- Fletcher Court approach update

The quote from the previous contractor for Fletcher was to replace 345sf of street approach 6" thick for a cost of \$2,575 and included 24' of curb by 3915 Fletcher for an additional \$840. JRM is using these measurements to submit a quote for doing the work this fall.

- Speck USA is working on proposing what work can be done in the \$4-6,000 range. Then that information will be taken to the Grounds Committee for consideration.

New Business

- *Questions/Observations from Lee Griffin to BOD – Jeff Borgmeyer*
It was moved, seconded, and unanimously approved to send the drafted answers to all of Lee's questions.
- *Covenants Pets – Jeff Borgmeyer*
Jeff would send out a letter containing a compromise to the involved parties.
Moved, seconded, and unanimously approved.

Comments from Audience

No comments

Comments from the Board

Discussion pursued concerning a method of sharing Covenants and Policies with new homeowners before the property is purchased. Possibly using the List To Do When Selling Your Property that each seller has to complete when selling.

Adjourned

Moved, seconded, and unanimously approved at 6:07pm

Next scheduled BOD Meeting Sep 26, 2022, 4:30pm

Submitted respectfully by Cheryl Martin, Secretary to the Board