

Stone Brooke Homeowners Association

Approved Minutes of the Annual Meeting held on September 28, 2020

Call to Order: The 2020 annual meeting of the Stone Brooke Homeowners Association, held at Stonebrook Community Church, was called to order at 6:40 p.m. by President Doyle Kepley.

Verification of Quorum: The secretary reported that members from 57 Class A homes and 4 Class B homes were represented. A quorum as defined by the Association's covenants had been achieved.

Introductions and Recognitions: President Kepley recognized the Board of Directors.

Appointment of Parliamentarian: Jim Lohr was present as the parliamentarian.

MOTION: The final agenda was approved as distributed at the meeting. MOTION CARRIED UNANIMOUSLY.

MOTION: The minutes of the 2019 annual meeting were approved as distributed on Sept. 8, 2020. MOTION CARRIED UNANIMOUSLY.

President's Report:

President Kepley presented some key points including the following

1. Highlighted heavy snow and significant budget overage as a result of snow removal in winter of 2018/2019.
2. Highlighted derecho and ongoing recovery from that.
3. Highlighted need to close clubhouse and pool as a result of Covid-19.
4. Recognized directors leaving the board.
5. Highlighted that budget will be tight but we will be prepared.

Treasurer's Report:

Aaron Keller provided the report. The report is on file.

MOTION: Treasurer's report was accepted.

Property Services Agency (PSA) Report:

Chad Marty introduced himself and gave a brief outline of what PSA does. Chad primarily works with the Building and Maintenance Committee and some with the Grounds Committee. He summarized that Stone Brooke is on solid financial footing.

Committee Reports: Each committee chair/representative briefly summarized his/her report.

Architectural Control – Dean McCormick, chair provided report. There have been 15 architectural control requests, with 14 approved since the last annual meeting. Most were decks, 4 were window replacements and there was 1 addition.

Building Maintenance – Sharon Axland, committee chair provided the report. Gutter replacement is the only category currently over budget. This can be addressed by reduction in some other building maintenance areas so we can still remain within budget. Seven roofs are scheduled for replacement this year. Ideal schedule is 8 or 9 replacements per year.

Clubhouse and Pool – Dave Martin, committee chair provided the report. 211 clubhouse days were scheduled in 2019. Pool keys were tagged. Some fascia boards were replaced in the clubhouse. The clubhouse and pool were painted. The fence around the pool will need to be treated. The carpet in the clubhouse may need to be replaced. There is a crack in the floor that will also need to be repaired.

Grounds – Andrea D'onore, committee co-chair provided the report. She emphasized building good relationships with Dan's and Hawcott's for providing grounds services to the community. The committee has established lengthy contracts with key grounds contractors to help lower costs long-term. The committee is also looking to obtain proposals for replacement of paths. Board replacements and other repairs are planned for the wooden bridge. Cleanup of trees due to the derecho will be ongoing through winter.

Hospitality – Dave Schrader, board liaison, provided the report. Welcome packets were provided to 22 residential units with members new to the community. During the past year, 3 social events were held including the cocktail hour in June and coffee hours in October and February. The annual Stone Brooke Garage sale was also held in August. As of September 1, 2020 the new co-chairs of the Hospitality Committee are Kathy Glatz and Char Hulsebus.

Investment – Aaron Keller, board liaison, provided the report. Investments have gained approximately \$4000 year to date. No money has been withdrawn from investments and is not expected in 2020.

Insurance – Jim Billings, board liaison, provided the report. The insurance requirements for townhome residents were summarized. Annual certification of insurance must be provided to Stone Brooke. Stone Brooke must be listed as an additional insured. The dwelling replacement amount must be adequate to provide appropriate replacement, if needed. 130 of 167 residents are in full compliance. It was stressed that non-compliance penalties may be enforced. March 1st is the target date for 100% compliance.

Old Business: None.

New Business:

Presentation from Nominating Committee for members of the Board of Directors: Mary Prater, Cheryl Martin, and Jim Twedt were nominated for three openings on the Board of Directors to replace Lara Hallgrimsdottir, Dean Axland and Dave Schrader.

MOTION: The members of the Stone Brooke Homeowners Association cast a unanimous ballot for the three nominees to serve three-year terms on the board of directors: Mary Prater, Cheryl Martin and Jim Twedt, for their first term. MOTION CARRIED UNANIMOUSLY.

Policy/Procedure for assessing dues increases based on enlargement of a Class A unit: Eagle View is used to determine the number of roofing and siding squares. This will be used to determine any updated assessments for Class A units as a result of changes in roofing or siding squares.

Questions and Discussion from the Floor: There was a question about when the next dues increase will be and what it will be. That will be determined in November when the budget is finalized. There was also a question about personal utility line insurance. State Farm is the only insurer that offers this in the area.

Comments from the Board:

Dean Axland offered gratitude to Doyle for being President.

Adjournment at 7:50 p.m.

Respectfully submitted,
Dave Schrader on behalf of Mary Beth Oostenbrug, Secretary