

# Stoney Brook HOA Monthly BOD Meeting



**Date of Meeting:** Monday, December 17, 2018

**Time:** 7:00 – 9:00 p.m.

**Location:** Stoney Brook Clubhouse

## **AGENDA** *(subject to change)*

Item	Materials, Information and Discussion	Minutes
Welcome/Call Meeting to Order/ Establish Quorum	a. Final Meeting Agenda for distribution	<p>The meeting was called to order at 7:06 pm.</p> <p><u>In attendance:</u> Dave Rauch- President; Joe Camerata- Treasurer; Scott Ritenour- Grounds; Jean Crouse- 2019 Board Member; Danielle Palmer- 2019 Board Member; Alexandra Fernandez- 2019 Future Committee Member</p>
President's Report	<p>a. Annual Meeting Debrief &amp; Minutes</p> <p>b. Finalize 2019 board positions</p>	<p>Dave reviewed the proposed board member assignments for 2019 as follows:</p> <p>Dave Rauch- President            Joe Camerata- Treasurer            Jean Crouse- Secretary/Communications            Bill Bach- Grounds and Front Entrance Committee Member            Mary Plant- Architectural Control Committee (ACC) Chair            Tom Clarke: Pool &amp; Tennis Chair; ACC Committee Member            Michael Vogler: At Large Board Member &amp; Committee Support            Danielle Palmer: At Large Board Member; ACC Committee Member; Front Entrance Committee Member; Social Committee</p> <p>Non-board member positions:            Scott Ritenour: Front Entrance Committee Chair            Luana Cliche: Social Committee Chair            Kim Chapple: Welcoming Committee Chair</p> <p>Alexandra Fernandez (Mickleton Lane) attended the meeting with interest in a board member position as Clubhouse chair. Dave will check on the process to add Alexandra to the board following the vote at the Annual Meeting in November 2018.</p> <p>Dave thanked Scott for his role on the board and support to the Stoney Brook community as Grounds lead. Dave received one communication from a resident regarding the front entrance holiday lights, which has been addressed.</p>

Item	Materials, Information and Discussion	Minutes
Treasurer's Report	a. November financials	<p>Joe reviewed the 2018 forecast with the board with a projection of approximately \$21,000 balance from 2018, which provides a healthy reserve to use toward the reconstruction of the front entrance. Joe will work with Emily in regards to the collection of fines from 2018 ACC violations and next steps on any legal processes to address current violations.</p> <p>Invoices for the 2019 HOA fees have been mailed out to residents.</p>
Pool, Clubhouse Report	a. P&CH Updates	<p>In Bill's absence, the board discussed cleaning services for the clubhouse. Alexandra Fernandez has secured a cleaning service to provide monthly cleaning at a rate of \$50 per cleaning, with board approval for up to 4 additional cleanings per year to address busy rental periods. The budget can accommodate the planned variance to the Clubhouse Cleaning budget item. Alexandra will purchase additional cleaning supplies. In addition, Alexandra will review the current rental agreement for the clubhouse and make suggestions for revision to the board to increase guidance in regards to cleaning, use and decorating of the clubhouse during and after rentals.</p>
ACC Report	a. Inspection Reports Review	<p>No ACC members were in attendance.</p> <p>Outside of the board meeting, Mary Plant suggested a revision to communication to the community in regards to pressure washing of hardscapes. A spring-cleaning communication will be developed with maintenance of property suggestions. The board will explore the potential of a group community discount for services such as pressure washing, pine straw, etc.</p>
Grounds Report	a. Front entrance: next steps	<p>Scott provided an update on the status of progress for the reconstruction of the front entrance. He has made progress with communications with Georgia Power in regards to removal of the light pole to allow room for planned signage. He is still working with the planning commission and general contractor for next steps to move the project forward. As soon as progress begins on the reconstruction, a communication to the community residents regarding the construction project and assessment will be sent.</p> <p>Scott replaced 4 lights in the current front entrance and is moving forward with a refresh of the pine straw in common areas.</p>
Old Business		No old business items discussed.
New Business		No new business items discussed.
Adjourn		The meeting was adjourned at 8:07 pm.