

# Stoney Brook HOA Monthly BOD Meeting



**Date of Meeting:** Monday, January 21, 2019

**Time:** 7:00 – 9:00 p.m.

**Location:** Stoney Brook Clubhouse

## AGENDA

Item	Materials, Information and Discussion	Minutes
<p>Welcome/Call Meeting to Order/ Establish Quorum</p>	<p>a. Final Meeting Agenda for distribution</p>	<p>The meeting was called to order at 6:53 pm with a quorum established.</p> <p><u>Board Members in attendance:</u> Dave Rauch- President; Joe Camerata- Treasurer; Bill Bach- Grounds; Danielle Palmer- At Large; Mary Plant- At Large/Interim ACC Chair; Michael Vogler- At Large; Jean Crouse- Secretary.</p> <p><u>Residents in attendance:</u> Lynn Bianco</p> <p>A motion to approve the minutes from the December 17, 2018 meeting was made by Dave Rauch. Bill Bach seconded the motion. The board approved the motion.</p>
<p>President's Report</p>	<p>a. Welcome new board members, expectations, Q&amp;A b. Front entrance meeting debrief c. Pressure washing communications</p>	<p>Dave Rauch answered questions posed by new board members including reimbursements for HOA fees for board members. The topic will be revisited later in the year regarding Clubhouse Chair reimbursement for a committee member position.</p> <p>Jean Crouse will take over responsibility for board meeting agenda items and will request agenda items from board members at least 1 week prior to each board meeting.</p> <p>Prior to the meeting, board members met with the contractor for the front entrance remodel to discuss changes to the original plan. Items discussed included location and height of signage, the current placement of the cable box, and the current location of the streetlight and street sign.</p> <p>Per the contractor, the project will take approximately 3 weeks to complete and is tentatively scheduled to begin in the Spring, weather permitting. Prior to beginning the remodel project, a contract with the contractor will need to be drafted and signed. There should be minimal impact to traffic flow in and out of Stoney Brook during the remodel. Once received, a revised quote with</p>

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		<p>recommended changes to the design will be submitted to the Board for approval. The Front Entrance Committee will need to meet more frequently as the project moves forward.</p> <p>A letter to the residents of Stoney Brook was sent out via mail with guidance regarding spring-cleaning of properties and pressure washing suggestions. Firehouse Pressure Washing was mentioned as a possible source for residents to support any pressure washing needs.</p>
Treasurer's Report	<p>a. December and FY 2018 financials</p> <p>b. 2019 HOA fee receivables</p>	<p>Joe Camerata provided the board with the 2018 Actuals Financial Statements and the 2019 Approved budget for review. At the end of 2018, approximately \$24000 was added to current reserves for future use by the association. A portion of the total reserves will be used for the front entrance remodel. The reserves may also be used for future projects as needed including replacement of the clubhouse roof, and repairs to the pool and tennis court. Quotes will need to be obtained for future projects in order to assist with budgeting for use of the reserves for such projects.</p> <p>At the February meeting, the board will review HOA fee receivables as well as any fees collected from ACC violations and unpaid HOA dues. In addition, the board will discuss the proposed assessment for the front entrance remodel following a signed contract with the designated contractor.</p>
Pool, Clubhouse Report	<p>a. Pool Furniture, other updates</p> <p>b. Clubhouse cleaning, other updates</p>	<p>Representatives were not in attendance to report on the Pool and Clubhouse.</p> <p>Tom Clarke will begin collection of quotes regarding pool furniture and an opening date for the pool will be announced at later date.</p> <p>Alexandra Fernandez continues to communicate with the designated cleaner for the clubhouse on a monthly basis.</p>
ACC Report	<p>a. Inspection Reports Review</p> <p>b. Dumpster on Vanderwall property</p> <p>c. Pressure washing offers, status</p>	<p>Mary Plant, interim ACC Chair reviewed current inspection reports with the board as provided by the designated inspector on a monthly basis. She will email Emily Wilkerson if additional follow up or action is needed and will review the reports for any trends in violations that would be of benefit to the entire neighborhood.</p> <p>Ongoing communication in regards to a dumpster on the 410 Vanderwall property was discussed with current involvement from the PTC Code Enforcement division.</p>
Grounds Report	<p>a. Tennis court resurface, other updates</p>	<p>Bill Bach updated the board regarding a renewed contract with our current landscape contractor.</p> <p>In addition, he will secure bids for resurfacing the tennis court to assist the board in determining if and when the courts will be resurfaced. At a minimum, weeds growing on the court will need to be sprayed and removed.</p>

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Old Business		There were no items presented for discussion as Old Business.
New Business		<p>Lynn Bianco (resident- Haddington Lane) attended the meeting to express concerns regarding the recent letter that went out to residents in regards to pressure washing of properties. He expressed that he believed that the letter did not go over well with some neighbors and that the communication was viewed as a threat. In addition, Mr. Bianco expressed concern regarding the board's prioritization of funds regarding the use of funds on the front entrance remodel project and the services of a property management company rather than on the social opportunities for the residents (such as a holiday party).</p> <p>Future communications/newsletters to the residents will provide guidance in regards to selection of tree removal contractors in alignment with ACC and PTC regulations.</p>
Adjourn		<p>The next meeting will be held on Wednesday February 20, 2019 at 7:00 pm in place of the previously scheduled Monday February 18 due to the Presidents Day holiday.</p> <p>The meeting was adjourned at 7:50 pm.</p>