



## ***Stoney Brook HOA Monthly BOD Meeting***

<b>Date of Meeting:</b>	Monday September 16, 2019		
<b>Time:</b>	7:00 – 9:00 p.m.	<b>Location:</b>	Stoney Brook Clubhouse

### ***MEETING MINUTES***

<b>Item</b>	<b>Materials, Information and Discussion</b>	<b>Minutes</b>
Welcome/Call Meeting to Order/ Establish Quorum	Final Meeting Agenda for distribution	The meeting was called to order at 7:05 pm.  Board Members in Attendance: Dave Rauch- President; Joe Camerata- Treasurer; Jean Crouse- Secretary; Tom Clarke- Pool Chairperson; Michael Vogler- At Large Member; Danielle Palmer- At Large Member; Alexandra Fernandez- Clubhouse Chairperson
President’s Report	Updates  Review agenda and preparations for Annual Homeowners Meeting on November 4, 2019	<b>Approval of Special Assessment:</b> Following a motion for a Special Assessment at a rate of \$100.00 per residence made by Dave Rauch and seconded by Bill Bach, the board unanimously voted in favor of the Special Assessment. The Special Assessment will be used to add funds to budget reserves following completion of the Front Entrance project and to fund future improvements to the HOA grounds and facilities. The board discussed the timing of the Special Assessment and agreed to send out communication regarding the Special Assessment to homeowners via an online newsletter. The Special Assessment will be sent out with the annual HOA dues notice.  <b>Annual Homeowners Meeting:</b> The annual homeowners meeting will be held on Monday November 4, 2019. Dave will prepare documents to be mailed out to homeowners prior to the meeting, including proxy information for voting and Board of Directors positions. Current board members provided feedback to Dave Rauch regarding their interest in returning to the board for the upcoming year.
Treasurer’s Report	Income and Expense Summary- August & September  Reserve Forecast	<b>August YTD Financial Statements:</b> Joe Camerata shared the August YTD Financials as of 8/31/2019. The board reviewed several areas of the budget including Bad Debt Expenses due to unpaid fees and fines from the property at 410 Vanderwall. The budget was updated to account for the Bad Debt Expense.

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	Special Assessment	Joe reviewed areas where there are budget variances including cleaning fees for the clubhouse and front entrance renovation expenses. The projected budget for 2019 has been revised to \$49,541 with \$47,426 in reserves. A preliminary budget for 2020 was reviewed. Board members were asked to submit any suggestions for revision of potential costs to Joe to include with the 2020 budget. Expected expenses for the near future that require budget figures include: Tennis Court updating and maintenance, Clubhouse updating and maintenance, Pool filter replacement, Air Conditioning updates for the clubhouse and Pool furniture and umbrellas. The 2020 budget will be updated to reflect estimates for expenses associated with these updates.
Pool, Clubhouse Report	Updates Review procedures for Table Rentals from Clubhouse Pool Closure	<p><b>Pool:</b> Tom Clarke shared that he has received 3 quotes from various companies for pool maintenance services. Once he reviews the quotes, he will update the board with additional information. The annual pool closure process will begin on September 17. The board discussed an increase to the Pool Maintenance budget to reflect an increase in expenses to ensure proper maintenance of the pool.</p> <p><b>Clubhouse:</b> Alexandra Fernandez shared information with the board regarding the process for renting tables and chairs from the HOA clubhouse for private use by Stoney Brook homeowners. Alexandra will update information regarding the process to reflect that the process will be the same as renting the clubhouse to avoid conflicts with clubhouse rentals. The clubhouse rental fee will increase in January 2020 to accommodate cleaning service following rental of the clubhouse.</p>
ACC Report	Updates	<p>Dave Rauch updated the board regarding actions from the ACC committee.</p> <p>One property on Redding Ridge will be fined due to landscape maintenance issues.</p> <p>One property on Haddington Lane was discussed due to improvements made on the property without a request for approval from the ACC.</p> <p>The property at 410 Vanderwall continues to be a challenge to the neighborhood but no significant updates regarding the status of the property are available.</p>
Grounds Report	Front Entrance Update	The board reviewed current expenses from the front entrance project. Bill Bach is continuing to complete work on the front entrance to include additional work on the electrical, irrigation and landscaping aspects of the project.
Old Business  New Business		<p><b>New Business:</b></p> <p>A Ribbon Cutting ceremony will be held on Thursday October 3 at 6:30 pm to celebrate the updated Front Entrance. Information will be shared with homeowners via Facebook and information on the marquee sign near the front entrance.</p>
Adjourn		<p>The meeting was adjourned at 8:23 pm.</p> <p>The next scheduled meeting will be held on Monday October 21, 2019</p>