

**STONEYBROOK VILLAGE OWNERS ASSOCIATION  
BOARD MEETING – December 21, 2011**

President Barbara Bowns convened the Board Meeting of the Stoneybrook Village Owners Association in the clubhouse at 9:03am. Directors who were present included Barbara Bowns, Lyn Martin, Tony Olsen, and Sheila Coxon. Kurt Powell, Willamette Community Management, also attended. 11 owners also attended.

**Approval of Minutes:** The board **APPROVED** a motion made by Lyn Martin and seconded by Sheila to accept the minutes from December 7<sup>th</sup> 2011.

**WCM Report:** The lodge still has not sent a representation letter for the Lodge in Annual Meetings. WCM has sent out requests for proposals for both the pond and the pumps for the pond. WCM is continuing to work with ARMOR contracting to get the pool to function as it should. Two coffee pots were donated to Stoneybrook in the last few weeks to replace the one that went missing.

**Treasurer's Report:** This report is the same report that Tony gave at the Annual Meeting. Total Current Assets as of Nov 30 are \$263,678 with prepaid assessments of \$8739. The total reserve accounts is \$147,481. The total overdue assessments as of November 30<sup>th</sup> 2011 is \$5312.93. The total income as of Nov 30 is \$236,225. The total expenses as of Nov 30<sup>th</sup> is \$242,050.

**Committee Reports:**

**Activities (Henny Chambers):** Nothing to report.

**ARC (Chuck VanDeWetering):** The committee gave a report at the last meeting.

**Communications Committee(Susan Hayes):** The committee has had an active month with 6 (4 homes, 6 people) new residents in Stoneybrook.

The board **APPROVED** a motion made by Tony and seconded by Lyn to adopt the revised email policy created by the Communications Committee. The policy will be uploaded to the website.

The board **APPROVED** a motion made by Tony and seconded by Sheila to adopt the revised emergency medical card information card and any cost associated with producing this card.

The Committee will propose an acknowledgement for the UPS store for their help in creating the directories for SVOA at the board meeting in January.

**Garden (Robinjeanne Parks):** Robinjeanne Parks noted that the garden signup sheet will be posted in the clubhouse beginning in January.

**Landscape (Adrienne Lawrence):** Nothing to report.

**Pond Committee (Sheila Coxon):** Nothing to report.

**Pool Oversight (Robinjeanne Parks):** Robinjeanne Parks noted that everything is going smoothly right now.

**Owner Input:**

One owner asked if the tent caterpillar tents could be removed. [The board asked WCM to ask TruGreen to get a proposal to clean them up.]

Another owner noted there is an email scam in the community and urged owners to be aware.

**Old Business:**

**Anderson Poolworks:** WCM has been in contact with Anderson Poolworks and is awaiting an official response to the letter WCM sent on behalf of Stoneybrook.

**2012 contracts status:** The only contract that has not been signed is the 2012 contract for WCM. This contract will be finalized following the discussion of the Collections Resolution.

**Mikes' Heating invoice:** The board **APPROVED** a motion to pay the \$95 cost for the maintenance of adding a piece of galvanized metal to the register above the spa. The board will add this procedure to the maintenance agreement with Mike's Heating.

**Review Collections policy:** The board will schedule a meeting in January to discuss the collection's Policy.

**Update Fee Schedule:** The board **APPROVED** a motion to update the fee schedule with the 2012 assessment amounts.

#### **New Business:**

**Questions and Answers for the Pond Forum:** The board has been doing research on the impact of changes to the pond on house values as well as the funding options for the pond and gathering questions that are being raised by residents.

**State Farm insurance renewal:** The board **APPROVED** a motion made by Tony and seconded by Barbara to renew the insurance policy with State Farm.

**CAI membership renewal:** The board **APPROVED** a motion made by Tony and seconded by Lyn not to renew the CAI membership.

The board received a request to waive interest and late fees on a property in Stoneybrook. The board **APPROVED** a motion made by Tony and seconded by Lyn to keep late fees and interest in place for this property.

The board **APPROVED** a motion made by Tony and seconded by Lyn to accept a payment plan for an owner to pay off their outstanding balance from the time period up until Dec 31 2011 at a rate of \$45/month until the amount is paid. The balance due from January 1<sup>st</sup> and on will be due and payable as a normal assessment.

Failure to pay the payment plan amount in addition to the regular assessments will void the payment plan and interest and late fees on the balance up until Dec 31<sup>st</sup> will continue to be assessed beginning in Jan 1<sup>st</sup> 2012. In addition, the account will be turned over to a collection agency.

As per the Collection Policy, the Association will file a lien on the property as well.

**Website:** The board reviewed the website and **APPROVED** a motion made by Barbara and seconded by Tony to move forward with uploading it to the website after effort has been made to correct the drop down menus.

**Entertainment use of clubhouse request:** Dave Horning presented an event at the clubhouse on behalf of Henny Chambers for the board's review. The board **APPROVED** a motion made by Barbara and seconded by Lyn to have the Association sponsor this event and fund the event with \$150 and allow the entertainment use of the clubhouse.

The board **APPROVED** a motion made by Tony and seconded by Barbara to give an owner a second card key for a rental property in Stoneybrook.

The board **APPROVED** a motion made by Tony and seconded by Lyn to not move forward with a request from an owner to have the HOA use a post office address correction service, rewording of the 60 day certified letters, and the waiving of late fees and interest on another property.

The meeting adjourned at 10:38am