

MINUTES
STONEYBROOK VILLAGE OA BOARD MEETING (SPECIAL MEETING)
September 11th 2014

The Board Meeting of the Stoneybrook Village Owners Association was convened in the clubhouse at 9:01am by Steve Napack. Directors who were present included Tony Olson, Cindy Bond, Steve Napack and Kendall Clapper. Kurt Powell, Willamette Community Management, also attended. There were 15 owners present at the meeting.

Minutes: The Board **APPROVED** a motion made by Cindy and seconded by Steve to approve the minutes from August 25th and August 14th as amended.

The 2013 financial review is completed. The Board has received the review.

The Board **APPROVED** a motion to post the recent 2013 financial review on the website.

WCM Report: The installation of the deadbolt in the storage room is scheduled for this coming week. The handle originally installed by Albany Lock and key on the back of the kitchen in the SVOA clubhouse was not functioning properly. WCM called back out Albany Lock and Key and they have repaired the door handle.

WCM is still awaiting quotes from Mike's Heating for a new thermostat for the clubhouse at Stoneybrook.

WCM has received roughly 60 age verification forms from owners as required from the Federal Department of Housing and Urban Development.

WCM is moving forward with the proposal from Shonnards for the tree replacement in the landscape easement behind 4747 SW Hollyhock.

The dectron light (dehumidifier for the pool) indicating service is necessary was on for the pool. WCM called out Mike's Heating to review the situation and make any necessary repairs.

WCM will be numbering pumps in Stoneybrook over the next few weeks to more easily determine which pump is in need of service. (The circulation pump for the pool, the circulation pump for the spa, and the jet pump for the spa are all the same make and model. In addition, SVOA has a spare pump it uses when a motor/pump are being serviced.)

WCM is working with TruGreen to correct an irrigation issue surrounding the newly installed lawn on Orchid Circle.

WCM is working with the City to have a NW Natural Gas plastic indicator pipe repaired on Birdsong.

Treasurer's Report (Tony Olsen): No additional comments from the financial report. Tony will draft the 2015 budget for the Board to review at a following meeting.

Owner Forum: David Stewart presented his understanding as to why the grass is still brown on the park strip at a property in Stoneybrook. WCM will review this situation in more detail after the meeting.

David Stewart requested to have the Board research the cost of installing a sound system for owners to better hear the Board and WCM at the Board meetings. The Board reviewed his request and suggested to have owners sit in the front row if they are having trouble hearing the meetings and requested that Board members change their seating orientation and to speak louder to help those in the audience hear what is happening.

The last issue of the Stoneybrook Happenings did not give a last name for Dave or Diane and had missing digits for Dave's phone number. The names of the two people are Dave Horning and Diane Marthaler. Dave's phone number is 541-754-0227.

Committee Reports:

Activities Committee: The Happenings is the committee report for the Activities Committee.

ARC (Sheila Coxon): No new additional report. Jim Palermo resigned from the Architectural Review Committee but offered to help if any specific questions arose in the future. Richard Lund and Sheila Coxon are the only current members of the committee. The ARC needs more members.

Preparedness Committee (Jane Fleischbein): There was no report at this time. Postcards should be received soon by owners. There will be a preparedness workshop from 3pm – 430pm in the clubhouse on Sept 15th 2014.

Garden Committee (Robinjeanne Parks): There was not a written report for the Garden Committee. There has been a very good growing season this year. A few gardens are starting to be cleaned out. The faucet is leaking at the south plot closest to the street. WCM will request that TruGreen repair the faucet.

Pool Oversight (Barbara Rossbacher): The Pool Oversight committee did not submit a written report. Robinjeanne has been overseeing the pool from 2006 and has been gone a lot recently. Barbara Rossbacher is heading the team at this time. This committee does not have regular meetings. Richard Miller will be involved in the team as the pool oversight committee. Susan Hayes offered thanks for the work that Robinjeanne has done over the years.

Pond Oversight (Sheila Coxon): The Pond committee noted that TruGreen improperly pruned a willow by the pond. The algae has been removed from the pond by Gaia Landscape.

Rules and Regulations: The Board has received a written copy of the report from the committee. The committee is meeting twice per month.

Welcome Committee (Susan Hayes): No report at this time.

Ongoing Business:

TruGreen: The Board **APPROVED** a motion made by Tony and seconded by Kendall to have WCM send a follow up letter to TruGreen noting that SVOA will withhold payment from TruGreen until the items on the list given to TruGreen by WCM are addressed or corrected.

NEW BUSINESS:

Request for written response for SVOA attorney: Cindy made a motion seconded by Kendall to have Vial Fotheringham draft a written legal opinion regarding the interpretation of Article 4.5(l) of the SVOA Amended and Restated Bylaws in follow-up to the opinion offered verbally at a telephone conference on August 26 . Steve Napack, Kendall Clapper, Steve Napack and Kurt Powell participated in that telephone conference. The Board **DENIED** the motion for a legal opinion for this topic. (Kendall and Cindy voted in favor of the motion. Tony and Steve voted against the motion.) Cindy asked that the email and information drafted by Steve which summarized the telephone conference with Vial Fotheringham be submitted to the committee for their documents and be posted to the website.

Board position: There is not any current nominees for the open Board position in Stoneybrook.

Nominating Committee: The Board discussed whether a nominating committee should be formed and **POSTPONED** discussion on the formation of the committee until October while Board members each seek out candidates. No nomination committee is formed at this time. Cindy indicated she was planning on re-running for a second term on the Board of Directors position.

Annual Meeting Date: With regard to the annual meeting date, the Bylaws say: “at such reasonable hour and on such reasonable day during the month of November or December of each year as the President may designate.” Steve noted that the annual meeting date will be decided in the next month after gathering Board and community input.

Pond Area Maintenance: It has been requested by the Pond Committee that the maintenance of the entire landscaped area around the pond be included within the pond contract. This includes everything within the area designated as Common Area B on the SVOA map, including the Easement Area on the West side of the Ponds. A possible exception may be the Trees if the Association has a separate contract with a licensed Arborist. Tony Livermore from Gaia is submitting a proposal to maintain the area around the pond in addition to the pond itself as a complete contract for future years.

Landscape Contract Committee: The committee wishes to propose to share the draft specifications of the potential landscape contract with contractors to see if it makes sense and to send their comments back to the

committee. The Board **APPROVED** a motion to allow the landscape contract committee share specs with potential bidders with a motion made by Kendall and seconded by Cindy.

One of the objectives listed on the proposal for the Landscape Contract Committee was to send a survey to owners in Stoneybrook asking for their input for landscaping at Stoneybrook. The Board **APPROVED** a motion made by Tony and seconded by Kendall to not perform a landscape survey to owners as the Board believes they have a good working knowledge of how the community feels with regard to the landscaping and the timing is too short to get results and get a contract in place for 2015.

Tree Pruning: The Board **APPROVED** a motion made by Tony and seconded by Cindy that the HOA include responsibility for care and clearance pruning of street trees in Stoneybrook in the Tree contract for 2015. This responsibility is shared with the City of Corvallis, but if the City does not prune, Owners are responsible.

Tree Maintenance in Stoneybrook: The Board requested the Landscape Contract Committee get quotes for tree maintenance in 2015.

The Landscape Contract Committee shall continue to create a tree specification with provisions discussed at the meeting but will not include initial work to bring trees up to a manageable appearance.

The Board **APPROVED** a motion to hire an arborist to perform a survey for all trees in Stoneybrook on recommendation and quotation to bring up to maintainable state for both common area and street trees.

Landscape Contract Quotes: The Board **APPROVED** a motion made by Steve and seconded by Cindy to change the Landscape Contract Committee charter to include evaluating contractors and making recommendations to the Board with the evaluation included with the recommendations. WCM will send out specifications to vendors for a quote for landscaping for 2015 when the specifications are ready.

Landscape Committee Discussion: Steve suggested that the Landscape Contract Committee be reinitiated and cause it to be the Landscape Committee when the Landscape Contract Committee's work is finished. The Board **POSTPONED** the discussion of the formation of the landscape committee until the next landscape contract is in place with a motion made by Tony and seconded by Kendall.

Exemption from Assessments: The Board reviewed a request for an exemption from assessments for lawn mowing/maintaining services as the owner does not have any lawn in their home. The Board will review this request again after a contract is finalized in Stoneybrook for landscaping in 2015.

The meeting adjourned at 11:05am.