

**MINUTES
STONEYBROOK VILLAGE OWNERS ASSOCIATION (SVOA)
BOARD OF DIRECTORS MEETING
July 14, 2021**

President Marj Cannon called the meeting to order in the clubhouse at 2:00 PM. Other Board members present were Jane Lackey, Tony Olsen, Suzy Pelican (secretary), and Larry Plum (treasurer). Kurt Powell and Jon Eick of Willamette Community Management (WCM) attended. Approximately 13 owners also were present.

Approval of Minutes — The minutes from the Board meeting on June 9, 2021, were approved as circulated.

Treasurer's Report — The Board accepted the report for July 2021. It will be posted on the website.

Committee Chair Reports— These were received by Board members and will be posted on the website.

Willamette Community Management Report from Kurt Powell:

- WCM continues to update the website in minor ways per Board direction but has received the go ahead to transfer it over to Lemon Twist Web Design and has started the process.
- WCM met with the new ARC and answered questions regarding the format and procedures already in place.
- WCM contacted Murray Stewart, the new manager of the Lodge who also manages the Assisted Living. Both facilities are now managed by Hawthorne Retirement.
- Home Grown Gardens has completed the division of the pond/landscape irrigation control box. Both Gaia and Home Grown Gardens have their own controls now.
- The Lodge has been notified that the pine tree next to the pool house that is leaning needs attention. They stated on 6/29/21 that they would contact a vendor to inspect the tree, but it was in the middle of transition between Holiday Retirement and Hawthorne Retirement. I notified Murray Stewart of the issue as well.
- The Good Earth rodent contract was signed in April 2021 and has been in effect since that time. Good Earth reported last month that there was mild rodent activity in most bait traps and heavy activity in the trap next to the Lodge dumpster.
- The RS12 lot park strip hasn't been watered recently. Scott Sanders was out of town for a while but now has the irrigation back on.
- WCM continues to work with Home Grown Gardens on current landscape issues, weeds, watering, and homeowner complaints. As a side note, even though there have been irrigation issues this year, they continue to be small in number compared to when NLS was doing the work.
- As the state rules regarding social distancing and mask wearing have been lifted, WCM has removed the signs regarding mask requirements and capacity from the clubhouse.

Old Business

- *Irrigation Questions/Concerns Discussion*
 - The Board **adopted** this motion by Tony: WCM will inform Home Grown Gardens that if they don't take corrective actions as specified by WCM, the Board will withhold funds from their contract as per their contract provisions.
- *Website Committee Updates and Requests*
 - The board **adopted** this motion by Tony: Approve up to an additional \$600 to WCM to get current website content ready and to transfer it to Lemon Twist.

- *Confirmation of ARC Chairperson*

- The Board **adopted** this motion by Marj: Approve the resignation of Terry Tallis as an ARC member with thanks for his service.
- The Board **adopted** this motion by Marj: Approve the appointment of Karen Stephenson as a member of the ARC and her acceptance of the role as chairperson.

New Business

- *Preparedness Committee Communication Requests*

- The Board **adopted** this motion by Jane: Approve that Preparedness Tips be sent to SVOA members and residents as an attachment to the monthly mailing of Board minutes and the Stoneybrook Happenings.
- The Board **adopted** this motion by Jane: Authorize the Preparedness Committee to have the Community Manager send out emergency tips to the e-mail distribution list in infrequent urgent situations.

- *Common Property Committee Budget and Meeting Requests*

- The Board **adopted** this motion by Larry: Add a \$500 line item in the budget for the Common Property Committee.
- The Board **adopted** this motion by Larry: Schedule a special Board meeting with the Common Property Committee to discuss the committee's report.

- *Clubhouse Use Policy*

- The Board **adopted** this motion by Suzy: In the proposed revision of the Clubhouse Use Policy, delete the "Single Family Potlucks" entry from Addendum B and make the proposed policy revision available to residents through the SVOA website and on the clubhouse bulletin board.

- *Enforcement of Rules Document*

- The Board **adopted** this motion by Marj: Tony and Marj will develop a revised Rules Enforcement and Fines Policy to be considered at a future board meeting.

- *Assisted Living Enforcement Issues*

- The Board **adopted** this motion by Marj: WCM will contact Assisted Living about the need to remove appliances from the parking lot, to prune overhanging trees and shrubs extending into the sidewalk, and to improve irrigation of the lawn area. WCM is to use the current enforcement policy to ensure these problems are taken care of in a timely manner.

Owner Input

- One owner commented on the effort to identify hazardous sidewalks with white paint.
- One owner asked about Lodge staff using the pool.

Adjourn — The meeting adjourned at 4:00 PM.

Next regular Board meeting: 2:00 PM, August 11, 2021

Minutes prepared by Suzy Pelican, SVOA secretary, and Kurt Powell, Willamette Community Manager