

**MINUTES**  
**STONEBROOK VILLAGE OWNERS ASSOCIATION (SVOA)**  
**BOARD OF DIRECTORS MEETING**  
**September 8, 2021**

President Marj Cannon called the meeting to order via Zoom 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 19 owners also were present.

**Approval of Minutes** — The minutes from the Board meeting on August 11, 2021, were approved as circulated.

**Treasurer's Report** — The Board accepted the report, and 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** delivered by Kurt:

- Update on Enforcement against Assisted Living and Lodge — various items: No action has been taken by either Assisted Living or the Lodge following the August email to Murray Stewart and mailed letters to the owners of record. Second set of letters were sent to Hawthorne Retirement in Vancouver, emailed to Murray Stewart and a phone call as well to both facilities. Stephanie Deatherage is the manager of Assisted Living, while Murray Stewart is the manager of the Lodge. I had originally assumed based on previous conversation that Murray managed both facilities, but it turns out not to be the case. The \$75 fine will be attached to both Assisted Living and the Lodge per the Rules Enforcement Resolution in a few weeks if the issues are not corrected.
- There's a dead tree in the common area behind 4938 Hollyhock. Home Grown Gardens (HGG) gave a price of \$200 to remove and get a soil sample to confirm why the tree died. Kurt will proceed with this.
- WCM provided the Board the first draft of the Reserve Study, the 2022 Budget, and a WCM Contract for 2022.
- WCM continues to perform minor web updating, but Lemon Twist Web Design is continuing the process.
- HGG will be over-seeding September 14/15. They notified us they would send us a flyer to send out to residents reminding them to turn irrigation off prior to over-seeding, and asking owners to increase irrigation for a couple of weeks after seeding. We just received this flyer.
- HGG wishes WCM to conduct a survey confirming opt-out preferences this fall.
- HGG is requesting official wording for the 2022 landscape contract but has indicated verbally they would do a 3% increase if the contract wording is identical to last year. I assume SVOA wants to change the requirements for irrigation testing at the beginning of the season and the donut cutting during the season. I also assume SVOA will add the maintenance to the natural vegetation just north of the clubhouse.

**Old Business**

- *Hazardous Sidewalk Project*
  - The Board **adopted** this motion by Larry: A letter from the Board will be sent to each owner to inform owners of their responsibilities regarding hazardous sidewalks that have been marked on their property and asking them to contact the City of Corvallis Public Works Department to make necessary repairs.
  - The Board **adopted** this motion by Tony: WCM will contract to take care of the sidewalk hazards marked with white paint on the common property sidewalks that aren't City sidewalks.
  - The Board **adopted** this motion by Tony: WCM will send a letter on behalf of the Board to the City to take care of the sidewalk hazards marked with white paint on common property City sidewalks.

- *Revoking of 2019 Sign Resolution*

- The Board **adopted** this motion by Tony: Revoke the 2019 sign resolution.

### **New Business**

- *Pool/Spa Policy:*

- The Board **adopted** this motion by Suzy: The draft revision of the Pool/Spa Policy, as prepared by Marj Cannon, Suzy Pelican, and the Pool Committee, revised by the SVOA attorney, and circulated to Board members on 8/27/21, will be posted on the Clubhouse bulletin board and the Rules and Regulations page of the website for review by residents before voting on adoption at the October Board meeting.

- *Clubhouse Invoice*

- The Board **adopted** this motion by Marj: Not approve payment for invoice for \$3,414.25 dated 7/6/21 from Design Etc. for consultation about the Clubhouse because no contract was presented to or approved by the Board for these services on behalf of the SVOA. WCM is requested to send a letter to Design Etc., explaining the reason for non-payment.

- *Committee Membership Changes*

- The Board **adopted** this motion by Jane: Approve the following Committee members: Tanya Shivley to the Pool Committee; Sue Ferdig as member and chairperson of the Pool Committee; Oscar Gutbrod, Mary Moore, and Lyn Smith-Gloria to the Activities Committee; and Mike DeRoss to the ARC.
- The Board **adopted** this motion by Jane: Accept the resignation of Barbara Rossbacher from the Pool Committee, with a great deal of gratitude for her years of service as chairperson and for her hard work and dedication.

- *Committee Budget Requests for 2022* — No motions were made.

- *Reserve Budget Proposal for 2022* — No motions were made.

### **Owner Input**

- One owner asked for clarification about contractual responsibilities for landscaping.
- One owner offered additional thanks to Barbara Rossbacher, who then noted a personal benefit of monitoring the pool house use during covid restrictions.

**Adjourn** — The regular meeting adjourned at 4:04 PM.

**Executive Session:** WCM and Vendor Contract Renewals for 2022

**Next Board meeting:** 2:00 PM, October 13, 2021

Minutes prepared by Suzy Pelican, SVOA secretary, with assistance from Willamette Community Management