

**MINUTES
STONEBROOK VILLAGE OWNERS ASSOCIATION (SVOA)
BOARD OF DIRECTORS MEETING**

February 9, 2022

President Tony Olsen called the meeting to order via Zoom at 2:03 PM. Other Board members present were Carole Gutbrod, Suzy Pelican (secretary), and Steve Scheibel. Larry Plum (treasurer) was absent with prior notification, having submitted his resignation to the Board on 2/5/22. Kurt Powell of Willamette Community Management (WCM) attended. Approximately 17 owners also attended.

Approval of Minutes — The minutes from the Board meeting on January 12, 2022, were approved as circulated.

Treasurer's Report — The Board accepted the report, which 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:

- A few owners who are changing payments from credit cards to checks haven't yet completed the transition by the last day of the month. Thus, there are a few extra delinquent owners than in months past.
- WCM notified the City of Corvallis of a broken branch to a tree in the City right of way. The City came and cleaned it up as requested.
- Home Grown Gardens (HGG) update:
 - WCM, Carole Gutbrod, and HGG walked the property and inspected the new plantings at the corner of Country Club and 49th Street.
 - HGG submitted a monthly report for the association noting that winter pruning is continuing on the property as well as continual leaf cleanup.
- WCM asked the Board for clarification on how the Board wants to handle bark dust in the coming year.

Old Business

- *Communications Policy and Authorization Form*
 - The Board **adopted** this motion by Suzy: Approve the revised Communications Policy and the Communications Authorization Form as circulated to the Board on February 2, 2022, with these revisions replacing the current versions on the website.

New Business

- *Preparedness Committee storage cabinet*
 - The Board **adopted** this motion by Tony: Accept the Preparedness Committee's request of \$500 for the purchase of a storage cabinet to be added to their budget.

- *Website contract for hosting, maintenance, and content management.*
 - The Board **adopted** this motion by Suzy: Approve the contract with Lemon Twist as circulated to the Board on February 7, 2022, for the hosting, maintenance, and content management of the SVOA website in 2022.

- *Home Grown Gardens (HGG) contract amendment*
 - The Board **adopted** this motion by Carole: Accept the wording of the MOU from Home Grown Gardens dated January 17, 2022, for items #1, 2, and 3. WCM will draft a contract addendum for these three items.

- *Financial statement review contract*
 - The Board **adopted** this motion by Tony: Accept the financial statement review contract as submitted to the Board on January 20, 2022.

- *Committee Membership Changes*
 - The Board **adopted** this motion by Steve: Approve membership of Ann and Bill Smart on the Activities Committee.

Owner Input

- One owner cautioned about keeping on top of the landscaper's trimming around sprinkler heads.
- One owner inquired about the resignation of SVOA's treasurer.

Adjourn — The meeting adjourned at 3:30 PM.

Next Regular Board Meeting: 2:00 PM, March 9, 2022

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