

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

August 10, 2022

President Tony Olsen called the meeting to order via Zoom at 2:01 PM. Other Board members present were Carole Gutbrod, Suzy Pelican (secretary), Steve Scheibel, and Dave Young. Jason Peter attended from Willamette Community Management (WCM). Approximately 14 owners also attended.

Approval of Minutes — The minutes from the Board meeting on July 13, 2022, were approved as circulated and will be posted on the website.

Treasurer's Report — The July report will be posted on the website after today's meeting.

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

Willamette Community Management Report — delivered by Jason:

- *Landscape* — Below is a summary of Home Grown Gardens' tasks from July:
 - Hard and soft edging
 - Lawn maintenance
 - Post-herbicide applied to lawns
 - Continue with pruning cycles
 - Post-emergence broadleaf and grass treatment applied in beds
 - Monitor, manage irrigation
 - Continue irrigation repairs
 - Lawn fertilization

- *Dead tree on 45th*: WCM has reached out to two companies and is awaiting bids for the removal of a dead oak tree on 45th.

- *Light on SVOA entry sign*: WCM contacted an electrical company to assess and repair the front entry sign light. After assessing, the company is putting a plan together for repair as they were not able to apply the fix they thought they could. We are awaiting a return visit for the repair. WCM will notify the SVOA Board when the repair is completed.

- *Backflow repairs*: Home Grown Gardens (HGG) identified several needed backflow repairs. With one known exception, owners were notified, and HGG and Easdale Backflow made the repairs. In the case of one residence, after speaking with the home owner, WCM was asked to reach out to Easdale Backflow to work on the repair. It appears that Easdale has not contacted the owner

although the water is on. WCM will reach out to Easdale to follow up with the status of the backflow at this residence.

- *Legal* — Jason Grosz of Vial & Fotheringham responded to one question regarding the parking resolution but hasn't yet responded to the other parking resolution questions sent to him. WCM will provide the responses to the remaining questions after WCM receives them.
- *Contacting WCM* — Because of the number of entities that WCM contracts with, the newness of some WCM employees, and the leave being taken by Kurt and Beth Powell, the following are recommendations to foster clearer and more efficient communication with WCM:
 1. When e-mailing WCM with a new issue or question:
 - Use the general e-mail address — wcm@willamettecm.com — rather than an individual employee's address.
 - Put "SVOA" at the beginning of the subject line.
 2. When phoning with a new issue or question, use the general office phone — 541-791-7348 — rather than an individual employee's phone number.
 3. Use a Landscape Request Form for landscape-related matters.

Old Business

- *Draft parking resolution*: Informational discussion — no motions were made.
- *Common property St. John's Wort impacting single family back yards*: Informational discussion — no motions were made.

New Business — the last three agenda items below were added during the meeting:

- *Committee membership change*
 - The Board **adopted** this motion by Steve: Approve removal of Richard Lund's name from the ARC because he has moved from Stoneybrook.
- *Communication with WCM*: Informational discussion — no motions were made, but recommended guidance is included in WCM's report.
- *In-person vs Zoom Board meetings*: Informational discussion — no motions were made, but this may be best addressed by the 2023 Board.
- *Change the regular Board meeting date/time*: Informational discussion — no motions were made, but this may be best addressed by the 2023 Board.

Owner Input

- One made the point that Board meetings are meetings of the Board, not owner meetings.

Adjourn — The meeting adjourned at 3:19 PM.

Next Regular Board Meeting: 2:00 PM, September 14, 2022

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