

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

September 14, 2022

President Tony Olsen called the in-person meeting to order at 2:00 PM in the Clubhouse. Other Board members present were Carole Gutbrod, Suzy Pelican (secretary), Steve Scheibel, and Dave Young. Jason Peter attended from Willamette Community Management (WCM). Approximately 16 owners also attended.

Approval of Minutes — The minutes from the Board meeting on August 10, 2022, were approved as circulated and will be posted on the website.

Treasurer's Report — Tony shared the August report, which will be posted on the website.

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 August:
 - Hard edging completed
 - Mowed lawns
 - Soft edge completed
 - Sprayed weeds in beds
 - Monitored, managed irrigation
 - Removed large broken limb by clubhouse
 - Weeded native bed by clubhouse
 - Finished pruning spring bloomers and conifers
 - Weeded in community garden area
- *Light on SVOA entry sign*: Riteway Electric replaced the broken light for the monument sign.
- *Backflow repair*: Information regarding the nature and time of the repair was relayed to the owner who had questions that had been shared at the 8/10/22 meeting.
- *Removal of dead oak tree on 45th and limb removal on second tree*
 - Of the three companies we reached out to, Corvallis Tree Care was the only company to provide an estimate for the removal of the dead oak tree at the price of \$800.

- The Board **adopted** this motion by Carole: WCM will arrange for Corvallis Tree Care to remove the dead tree at the north end of the common property on 45th (behind 4591 Hollyhock) for a cost of \$800, pending approval of ARC and in compliance with ARC's "Procedures, Standards, and Guidelines."
- Corvallis Tree Care provided an estimate to remove a broken limb and also to remove potential hazardous limbs on an oak tree at the south end of the common property on 45th at the price of \$250. This amount is within WCM's \$500 limit to spend without Board approval so WCM will arrange for the work to be done.

Old Business

• *Parking resolution:*

- The Board **adopted** this motion by Suzy:

Based on interpretation by SVOA's lawyer received on 8/31/22 regarding the Parking Resolution originally adopted on 11/13/19, revise the resolution by changing the last paragraph to read as follows:

To clarify CC&R 6.5, parking of trailers, campers, boats, RVs, etc., is permitted for a period of up to 48 hours before departing on a trip to prepare the vehicle and is permitted for a period of up to 48 hours after returning from a trip to allow cleanup. The vehicle must have regular off-site storage accommodations that are normally used for parking/storing the vehicle except for trip preparation in accordance with this provision.

The date of the revision and the names of the Board members authorizing the revision will be added to the original record at the bottom of the document.

• *Common property St. John's Wort impacting single family back yards:*

- The Board **adopted** this motion by Tony: WCM will explicitly ask Home Grown Gardens to include, in their new proposed contract, the maintenance of St. John's Wort in common property areas.
- The Board **adopted** this motion by Tony: Ask the Common Property Committee to work with WCM to identify the best process for removing St. John's Wort.

New Business

• *Annual owners meeting*

- The Board **adopted** this motion by Tony: Hold the annual meeting in person at 2:00 PM on Wednesday, December 14, 2022.

• *Activities Committee's request for access to resident e-mail list*

- The Board **adopted** this motion by Tony: To stay in compliance with SVOA's Communication Policy, the Activities Committee is not given permission to have access to WCM's e-mail list.

• *Committee membership changes*

- The Board **adopted** these motions by Steve:
 - Accept the resignation of Richard Miller and Bill Edmonds from the Common Property Committee, with thanks for their service.

- ▶ Approve Larry Bolster, Barbara Bowns, Marj Cannon, Dorene Carpenter, Jane Lackey, and Bob Laport as members of the Common Property Committee.
 - ▶ Accept the resignation of Ruth Bowlby and Gary Jolliff from the Board Nomination Advisory Committee.
 - ▶ Approve Ann Smart as a member of the Board Nominating Advisory Committee.
 - ▶ Accept the resignation of Joanne Wilson from the ARC, with thanks for her service.
 - ▶ Accept the resignation of Lois Palermo from the Activities Committee, with thanks for her many years of service.
- *Special Board meeting to discuss Board operation:*
 - The Board **adopted** this motion by Dave: Hold a special in-person meeting on October 19, 2022, at 2:00 PM, with the purpose of improving Board processes and reviewing our performance as a Board.

Owner Input

- One emphasized the need for Home Grown Gardens, when doing yard renovations, to mark irrigation locations to avoid those installations.
- One expressed thanks to the Board.

Executive session

- The Board **adopted** this motion by Suzy: The Board will meet in executive session today to discuss SVOA contractor personnel communications with the Board.

Adjourn — The regular meeting adjourned at 4:10 PM.

Next Regular Board Meeting (via Zoom): 2:00 PM, October 12, 2022

Special Board Meeting (in-person): 2:00 PM, October 19, 2022

Annual Owners Meeting (in person): 2:00 PM, December 14, 2022

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