

Stoneybrook Village Owners Association Annual Meeting 2022







Stoneybrook Village Owners Association

Annual Meeting

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STONEYBROOK
Village

2022 Annual Owners' Meeting

- SVOA Bylaws 3.3 **Annual Meeting**

“The annual meeting of the members for the election of directors and for the transaction of such other business as may properly come before the meeting shall be held at such reasonable hour and on such reasonable day during the month of November or December of each year as the President may designate...”

Agenda

- Approval draft 2021 annual meeting minutes
- Introduction of Board members / Board candidates
- Board nominations from the floor; voting
- Owner comment time: discussion facilitated by Dave Young
- Treasurer's report: 2023 assessment
- Committee reports
- Adjourn annual meeting
- Board meeting

SVOA 2022 Board

- Tony Olsen – President (term ends 2022)
- Suzy Pelican – Secretary (term ends 2022)
- Vacant – Treasurer
- Dave Young (term ends 2022)
- Carole Gutbrod (term ends 2023)
- Steve Scheibel (term ends 2023)

Board Candidates: term 2023-2024

- **Barbara Bowns**
 - **Tony Olsen**
 - **Dave Young**
 - **Nominations from Owners**
- Is a quorum of Owner voting rights present (20%; 38 owners)?
 - Candidate election requires a majority by owners present or with proxy.

Treasurer's Report: Assessment 2023

- 2023 Monthly owner assessment is \$134 Common Property and \$33 Single Family for total of \$167 for Single Family Owner
- In 2007 Single Family owner assessment was \$112. This would be \$168 if adjusted for inflation.
- Current Reserve Cash Account \$403,310
- Current Operating Cash Account: \$31,661

Treasurer's Report 2022

Category	Cost to Nov 30	Percent
Grounds Maintenance	\$60,939	24%
Clubhouse	\$18,032	7%
Pool	\$41,806	17%
Utilities	\$26,329	11%
Pond	\$18,086	7%
Operations	\$42,592	17%
Single Family Landscape	\$44,121	17%
Total	\$251,905	100%

SVOA Committees

- **ACTIVITIES COMMITTEE**
- **ARCHITECTURAL REVIEW COMMITTEE**
- **BOARD NOMINATION ADVISORY COMMITTEE**
- **COMMON PROPERTY COMMITTEE**
- **COMMUNITY GARDEN COMMITTEE**
- **POND COMMITTEE**
- **POOL COMMITTEE**
- **PREPAREDNESS COMMITTEE**
- **WELCOME COMMITTEE**

Activities Committee

Kate Mathews, chair

- Doreene Carpenter
- Bill Edmonds
- Oscar Gutbrod
- Mary Moore
- Kathleen Petrucela
- Erika Schoell – life speaker series
- Ann Smart
- Marcia Solomon
- Carol Young

Architectural Review Committee (ARC)

Mike DeRoss, chair

- Larry Bolster
- Roberta Crews
- Bill Dannenbring
- Cecile Dolan
- Gary Johns
- Bob Lackey
- Gloria Rasmussen
- Richard Schramm
- Karen Stephenson

Architectural Review Committee

2022 ARC Activities

- Requests for Change
- 42 projects submitted and approved; some with multiple components
 - 35 successfully completed
 - 7 will be carried over into 2023
- Projects included:
 - - Landscaping
 - - Roof replacement
 - - House painting
 - - Solar panel installation

Architectural Review Committee

2022 ARC Activities

- Ongoing monitoring of Stoneybrook Village property
- Collaboration with Common Property Committee regarding common property concerns
- Ongoing reporting of activities, concerns, issues with SVOA Board, and WCM
- Moving the SVOA Board meeting to the third Wednesday of the month would give ARC some flexibility in getting minutes to the Board prior to the Board meeting

Board Nominating Advisory Committee

Mike Aronson, chair

**All are working members. None are advisory members.
Most members are former Board members or
committee chairs.**

- Bill Edmonds
- Ann Smart
- Diane Marthaler
- Gerald van Belle

BNAC created July 2020

Purpose

- Recruit and nominate members in good standing to serve on the Stoneybrook Village Owners Association Board of Directors
- Provide materials and training/orientation to prospective Board members

BNAC: Why Needed

- Two simultaneous vacancies occurred three years ago. That is a serious obstruction to conducting Board business.
- Board membership is a time-consuming commitment. We should prepare new board members to be ready for their first board meeting.
- The committee members can become a source of historical memory to current Board members.

BNAC Operation

Annual Elections

- Present the Board with vetted candidates for elections.
- Unvetted candidates can still be nominated at the annual meeting

Mid-term vacancies

- Submit to the Board prepared candidates to fill vacancies when they occur.
- The Board can accept or reject the committee's recommendation

Continual recruitment

- Have candidates “ready to go” when needed to fill vacancies

BNAC:

Recruit New Board Members

- Publicize to the Association when Board vacancies happen
- Interview owners interested in serving on the Board
- Check for
 - Interest in serving
 - Member in good standing
 - Awareness of the duties of a Director
 - Willingness to attend training sessions

BNAC: Board Nomination

Barbara Bowns

Two-year term

Common Property Committee (CPC)

1. **Members**

- Current:

Larry Bolster, Barbara Bowns, Doreene Carpenter, Marj Cannon, Gary Jolliff, Jane Lackey, Bob Laport, Gerald van Belle.

- Retired:

Richard Miller, Bill Edmonds

Common Property Committee (CPC)

Charter

“This charter establishes the Common Property Committee (CPC) as a **standing** committee of the Stoneybrook Village Owners Association. The CPC will provide oversight of the timely **maintenance**, purchase and replacement of assets to ensure they retain value and continue to serve the needs of the SVOA. The CPC will review and use the **reserve study** and maintenance plan as the basis for committee operations. The CPC and other committees are encouraged to make recommendations to the SVOA Board regarding priorities and needs for assets.”

Common Property Committee (CPC)

- **Activities**

- a. Reserve study update

- b. HVAC review

- i. Pro bono review by P.E.

- ii. Continue thorough maintenance

- iii. Run-to-failure strategy

Common Property Committee (CPC)

- **Activities**

- c. Recommendations to Board

- i. Pruning Common Property trees

- ii. Need for arborist

- iii. Comments on Landscape Contract for 2023

- iv. St. John's Wort removal along 49th street

- v. Survey to determine three lot lines

- d. "New" committee issues

- i. Relationships among committees

- ii. Possible charter modifications

Community Garden Committee

RobinJeanne Parks, chair

- Bob Lackey
- Nora Segrestan
- Dave Young

Pond Committee

- Sheila Coxon, Chair
- Paula Joliff
- Jan Napack
- Henny Chambers
- George Novak
- Karen Stephenson

POND COMMITTEE EXPRESSES APPRECIATION TO

- Management – Willamette Community Management – Beth and Kurt Powell, Jason Peter, and team
- Board – Support
- Community at large – input with helpful observations. In the Coast Guard we were taught – see something, say something. We thank all Stoneybrook residents who made a quick telephone call or sent an e-mail about something they observed in or around our ponds.

POND COMMITTEE CHARTER AND CITY MANDATE

The City of Corvallis designated our ponds as storm water detention ponds as a condition of approval of Stoneybrook Village. The purpose of the detention pond is to filter pollutants from the storm water runoffs. The secondary purpose of the pond and surrounding area is a pocket park to enhance the neighborhood for the enjoyment of the residents.

The Board of Directors in 2011 established the Pond Committee to research, evaluate, and provide recommendations to the Board regarding solutions to existing problems, changes, and improvements to sustain a healthy, balanced, and attractive pond environment. This Board direction (charter) has guided the Committee's activities from its inception.

POND COMMITTEE CHARTER AND CITY MANDATE

The Committee began its work in 2011 fulfilling the Board's request to provide expertise and analysis of the Pond Doctor Report's recommendations for redesign of the pond and pocket park. In addition, the Board requested the Committee to review and comment on Devco Engineering's analysis for resolving the issues which had resulted in the Board spending on average \$23,000 a year to maintain just the pond.

The Pond Committee, in partnership with GAIA Landscapes, strive to fulfill these goals by enhancing the surrounding pond landscaping yearly through its improvement projects. In addition, to facilitate communication between SVOA and GAIA Landscapes, GAIA's contract includes a requirement for joint oversight. Monthly, the Pond Committee Chair and GAIA Landscapes Supervisor evaluate the ponds and surrounding landscape vis a vis GAIA's contract specification. This oversight is significantly enhanced by Pond Committee members' observations provided to the Pond Committee Chair

Climate Change Impacts

GAIA Mitigation Measures

- City of Corvallis' designation of our ponds as storm water detention ponds means these detention ponds' purpose is to filter pollutants from the storm water runoff including sediment, phosphorus and nitrogen from fertilizers, salts, and oil/grease from roads and parking surfaces, and bacteria from pet waste. The City expects the Stoneybrook contractor to use appropriate aquatic chemical weed and algae control in the fall when hand-removal is not sufficient to maintain a level of water clarity and to prevent unpleasant and noxious odors from the ponds.
- In 2013 when GAIA Landscapes became our pond contractor, GAIA introduced bio-socks and beneficial bacteria to restrict and/or prevent algae and other pollutant growth.
- Eight years later – 2021 – the extraordinary impact of climate change on our ponds, which is expected to continue into the foreseeable future, the Board approved GAIA's recommended additional measure to address the massive amount of pollutants entering our ponds. For each pond GAIA installed a shallow water aeration system from Oregon Acquatics.

GAIA Mitigation Measures

GAIA discovered during installation of the pond diffuser system that the electrical outlets required updating to meet Code and protecting with GFCI's (ground fault circuit interrupter). In addition, the wires to the electrical outlet for the north pond were not installed in protect conduct; the exposed wires were direct buried 2" below soil surface. The wires were updated to Code requiring them to be sleeved in protective conduct when installed at shallow depth. Finally, GAIA installed a separate timer for the outlet and the spray fountains so that the fountains will run as usual during the daylight hours (8AM – 8PM), but the diffusers will run continuously (24/7).

Given that everything each of us and/or our landscape contractor applies to our landscaping or other water usage such as washing our cars flows through the street vents and eventually into our ponds, combined with the excessive heat and other climate change effects, GAIA last year had repeatedly to remove the pollutants and clean the fountain sprayers to maintain their functioning. This year the combination of GAIA's existing measures (biosocks and beneficial bacteria) plus the new aeration systems have increasingly broken down algae and other pollutants resulting in enhanced pollution control in our ponds.

GAIA's basics of soil-friendly maintenance are

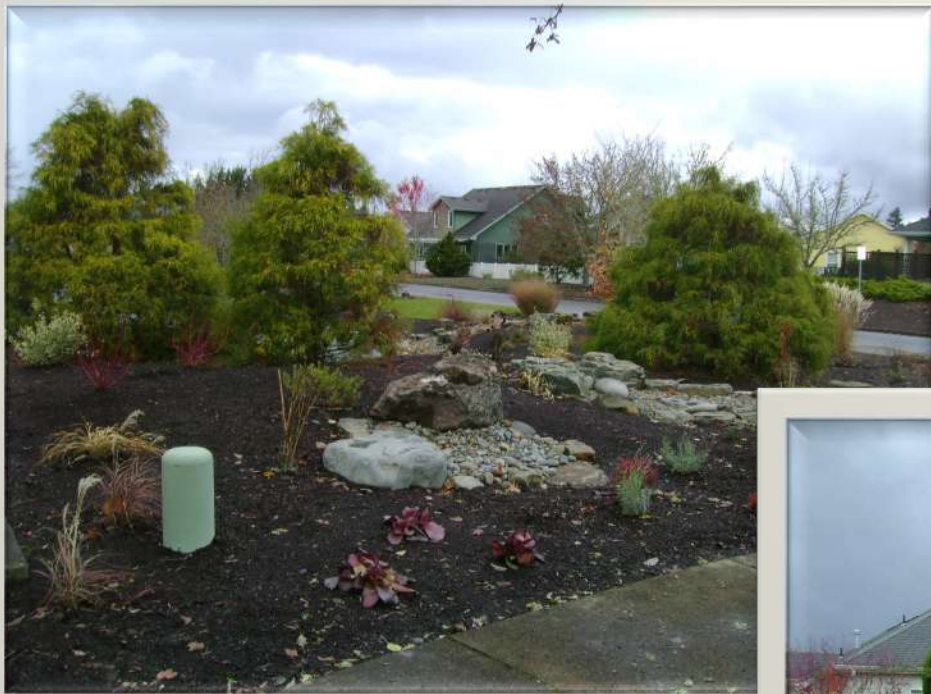
- Avoid disturbing the soil: Breaking up of the soil damages aggregates and other structures that keep the soil healthy like fungal networks.
- Keep the soil covered: Bare soil is more prone to problems like erosion. It also is more affected by temperature changes, which makes life harder for both plants and soil life. The best way to cover soil is with plants. But until your densely planted landscape grows to cover all the bed spaces, the soil should be mulched.
- Avoid chemicals: Studies have shown that even small amounts of herbicides and salt-based fertilizers are detrimental to the biology that is vital to a regenerative landscape.
- Avoid over-fertilizing. If plants are too dependent on fertilizer -- even organic fertilizer -- they can get “lazy”. Lazy plants don't feed soil life as much. When plants work in conjunction with soil life, they put more back into the soil.

GAIA principles to maintain healthy soil and microbes in our pond landscape

- Whenever possible using fertilizers that do not contain harsh synthetic materials, metals, and salts. Using organic fertilizers and composts in their place.
- Educating ourselves and people we interact with (friends, family, community, customers) about the importance of the beneficial microbes and fungi in their soil. How can we encourage them and what ways do they get destroyed? Work to change people's perceptions of what a healthy landscape looks like.
- Learn and implement the best practices for Integrated Pest Management. (i.e., applying synthetic chemicals as little as possible and experimenting with other options for weed control, use beneficial insects and organic compounds to control harmful insects and fungal disease)
- Perform soil tests and analyze results for baselines of customer's land. Then re-mineralize and add beneficial microbes and fungi for optimal soil health.
- Install more plants and trees! Pollinator species, trees and shrubs that are heat tolerant, require less water during summer,
- Transition gas-powered mowers, blowers, and trimmer to battery powered equipment. GAIA is doing this by purchasing battery powered equipment each time the service life of a gas-powered machine has ended.

RENOVATION OF THE LANDSCAPE SOUTH OF THE SOUTH POND

- Excavate, load, and dispose of certain existing plants, stumps, soil and other materials in preparation for installation of boulders, dry creek, plants, drip irrigation.
- Construction of dry creek – including Molalla Boulders, Black Basalt used in combination with Santiam River Cobbles, mixed size river rock and Blue Mexican Pebbles.
- Installation of boulders and gravels.
- Purchase and placement of fertile mix for backfilling.
- Purchase, transport, and installation of plants, addition of soil microbes to each plant, organic fertilizer & mycorrhizae.
- Irrigation changes, adjustments, and drip irrigation installation.
- Purchase and placement of bark mulch or compost.



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Reoccurring Pond Issues

Twice this year Ketchum Wildlife Control has removed Nutria from our ponds. Board has approved this action because of the damage this invasive species causes – to wildlife, water quality, and human health.



Reoccurring Pond Issues

“Please Do Not Feed the Ducks” Our Stoneybrook developer knew the damage feeding ducks would cause the ducks and our ponds and installed these signs. Fish and Wildlife, who manage the waterways in Oregon, issued the below report, which we have included in previous pond reports but include here to reiterate the harm feeding ducks causes ducks. CMC and the Board have informed the Lodge of the negative effects to ducks of feeding ducks, but unfortunately, the Lodge has chosen to ignore the Board and Management. As a result, ducks have been hit by cars as they crossed from the ponds to the Lodge resident feeding area.



Stoneybrook Village Owners Association

Reoccurring Pond Issues

Lodge residents damage to GAIA bullfrog traps. Oregon Fish and Wildlife Police have contacted the Manager of the Lodge regarding their residents damaging GAIA's bullfrog traps. These traps are installed in the ponds following Oregon Fish and Wildlife requirements to trap invasive species bullfrogs. These bullfrogs create excessive noise disturbing SVOA pond residents but also cause harm to native pond species.

Pond Improvements 2023

GAIA will remove and replace the Mugho Pines adjacent to the waterfalls which have deteriorated due to blight disease affecting their needles and infestations of pine sawfly. GAIA will install landscape shade trees (evergreen or semi-deciduous) congruent with the landscape improvements to date.



Pond Improvements 2023

- GAIA will paint and perform any other repairs to our pump house.



GAIA will contract for the drainage of the south pond for sludge removal. This task is required to maintain the pond's detention of pollution ability which the City mandated as part of its approval of our SVOA development.

In addition, GAIA will repair the liner below the rocks in the area between the north end and south ponds. GAIA will apply bentonite clay to close the hole in the liner so that water will flow over the dam into the north pond.

Stoneybrook Village Owners Association

Happy Holidays to All

In summary, our ponds and surrounding landscape are thriving thanks to the expertise of GAIA Landscapes and the attention of our Pond Committee members, especially those overlooking the ponds, and the Board's support for critical replacement projects.



Pool Committee

RobinJeanne Parks, chair

- Diane Carlin
- Mariann DeMourdant
- Tanya Shively

Preparedness Committee

Preparedness Committee Members

Steve Napack, Chair

Susan Aronson

David Charlton

Betsey Harrington

Linda Chisholm (sorely missed)

Associates:

Jack Burgess

Sue Ferdig

Assess & Assist Team

Danny Kugler

Jan Napack

Nancy Shatkin



Stoneybrook Village Owners Association

2022 Annual Meeting

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Committee Purpose

Increase Stoneybrook Village's disaster resilience.

Through:

- Encouraging neighbor helping neighbor
(*Help-Your-Neighbor cards*)
- Workshops & lectures to help each resident to be prepared
- Response Teams that train to be able to help the rest of the Village during an emergency or disaster
 - ✓ Command Team
 - ✓ Assess & Assist Team
 - ✓ First Aid Response Team
 - ✓ 4x4 Disaster/Emergency Driver Response Team
 - ✓ Emergency Snow Shovelers Team

Stoneybrook Disaster Response Teams

Your Neighbors, Volunteering to help you...

Assess & Assist Team

First Aid Response Team

4x4 Emergency/Disaster Driver Team

Snow Shoveling Team

Command Team

2022 Accomplishments

Preparedness Committee, First Aid Response Team and Assess & Assist teams had joint meetings in 2022

- ❖ **Training**

First Aid, Splinting, Triage, Documenting/Scribing, Radios, Litter Carries

- ❖ **Preparedness Tips (monthly & on website)**

- ❖ **February 6: Preparedness Presentation**

Guest speaker: Dr. Sheila Sund; “Disaster Doc”

- ❖ **Met with 8 new neighbor households to share information about SVOA Preparedness**

- ❖ **Notified neighborhood of City Evacuation Exercise**

Discussed ways to be better prepared for fire evacuations

2022 Accomplishments

❖ **Supplies Added in 2022:**

Added 2nd Cabinet for emergency supplies in Clubhouse Office

- ❖ (4) Lanterns & 24 Batteries
- ❖ (1) 4 Liter/Minute water filter
- ❖ (1) Folding Litter
- ❖ (1) Transfer Sling
- ❖ (3) Storage Boxes

For Assess & Assist

- ❖ 10 Trauma First Aid Kits
- ❖ 20 Hard Hat chin straps
- ❖ Webbing

Committee Reports

WELCOME COMMITTEE

Susan Hayes, Chair

Eleanor Carlson

Lana Lackey

Karen Stephenson

Ruth Bowlby

Carole Gutbrod

Becky Plum

Welcomes new residents to Stoneybrook Village - 13 new residents (9 households) welcomed so far in 2022.

Committee Reports

WELCOME COMMITTEE

- Publishes the Stoneybrook Single Family Residents' Directory each January for the use of all residents.
- 130 directories hand-delivered in February and old directories collected for shredding.
- Quarterly directory updates sent (May, August, October).
- The Committee met three times this year.

Committee Reports

WELCOME COMMITTEE

- New in 2022 - Invites new residents to sign up for the Owner/Resident Only section of the new SVOA website.
- Thanks to Barbara Rossbacher and Lois Palermo for helping to deliver the directory.
- Please contact Susan Hayes no later than January 5 if you wish to make any changes to your directory listing.