

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

January 24, 2023

President Tony Olsen called the in-person meeting to order at 10:00 AM in the Clubhouse. Other Board members present were Carole Gutbrod, Barbara Bowns, Steve Scheibel, and Dave Young. Jason Peter attended from Willamette Community Management (WCM). Approximately 15 owners also attended.

Approval of Minutes — The minutes from the Board meeting on December 14, 2022, were approved as circulated and will be posted on the website.

Treasurer's Report — Dave shared the December financial 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 January:
 - Leaf removal as necessary
 - Winter pruning cycle
 - Prune along fence lines for 2ft clearance
 - Hypericum mowing east side of sidewalk along 49th street
 - Mow and edge as necessary
- Seader's Tree Care will start pruning oak tree's on 45th the first week of March.
- Gaia secured sediment testing of the pond. WCM will request Gaia provide test results when received.
- WCM will email the 2023 vendor contracts to the board.
- JD McGee was contacted and requested to provide surveys for three areas that need to have property lines identified. Larry Bolster was included in the communication with JD McGee and will be the onsite contact when the survey is conducted.

Old Business

- *Board Meeting date and time change:*
For a point of information, the monthly board meetings will be moved to the 3rd Tuesday of the month with a time of 10:00am. This change was made to allow WCM time to prepare and provide financial statements to the treasurer for the monthly report.
- *Published Landscape specifications to the website:*
Not yet completed.
- Garden Enclosure upgrade:
There was discussion regarding the bid received and work completed by Home Grown Gardens, not meeting ARC request specifications. Home Grown Gardens was contacted and will meet with the garden committee to discuss a solution in bringing the finished product into compliance with the ARC request.

New Business

- *Committee membership changes*
 - The Board **adopted** a motion to:
Accept the resignation of Nancy Shatkin and appoint Keith Laxton to the vacancy.
Thanks to Nancy for her service.
- *Birdsong Gang Timers*
WCM will contact Home Grown Gardens to request repair of the gang timer door.
- *Common Property Committee proposed Charter revision:*
The common property committee provided a proposed revision to the CPC Charter. Additional changes were proposed by the committee. The board delayed approval until the committee completed the final revision.

Activities Committee Request for Funds:

- The common property committee provided copies of (3) Request for Funds Forms for consideration and approval. Items requested:
 1. (4) Levolor room darkening cellular window shades to be professionally installed in the clubhouse. The board **adopted** a motion to approve for the amount requested.
 2. Sliding barn-style door to replace the dutch door leading into the room that stores chair racks. The board **adopted** a motion to approve for the amount requested.
 3. Two-step folding folding step stool for safe access to upper shelves in kitchen and store room. The board **adopted** a motion to approve for the amount requested.

The board entered executive session at 11:55 AM to discuss enforcement of policy to collect overdue assessments.

The board exited executive session at 12:33pm. No owners were present following the executive session.

The regular meeting adjourned at 12:35

