

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

MARCH 21, 2023

President Tony Olsen called the 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 30 owners also attended.

Approval of Minutes — The February 21, 2023 Board meeting minutes were approved as published on the SVOA website.

Treasurer's Report — Dave Young provided the February financial report. There have been no committee expenditures to date this year. There was discussion regarding assessment income begin nearly \$7,000. over budgeted expectations. This was due to overdue payments received from Assisted Living and the Lodge. There was discussion of laddered CD's as a possible investment tactic to generate income from the \$400 - 500K in the Reserve Account. Utilities account for the continued increase in costs for the community, reflecting inflation.

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

The Preparedness Committee didn't have a March meeting. There was a report that the Sunset Neighborhood Association and the SVOA Preparedness committee will meet on April 16th at the clubhouse for a presentation and training session.

There was discussion regarding Home Grown Garden (HGG) updates, the completion of oak tree pruning on common property along 45th St., drain at 4716 HCC and the need to inform the home owner, and the nature of the monthly walk-thru with WCM and HGG that addresses common property areas and whether private residence concerns should be added.

There was discussion about the signage placed in the community by the owners of Assisted Living (AL). A "stop order" had been requested by the Board and facilitated by WCM. A Notice of Hearing will be initiated by the Board at the appropriate time.

The Board **adopted** a motion to notify the registered owner of AL by registered mail that the signs must be returned to original condition within 30 days. If not accomplished, the Board will contract for the work with the sign company and bill the AL owner.

The AL was also given a "stop order" by WCM by phone regarding a roofing project which recently started without ARC knowledge or approval.

Willamette Community Management Report — delivered by Jason

The monthly walk-thru was done on March 2.

Landscape — Summary of Home Grown Garden's (HGG) February tasks

Leaf removal

Winter pruning cycle

Hypericum mowing east side of sidewalk along 49th St.

Mow and edge as weather permits, weeding

Update: ARC noncompliance — Corvallis Tree Service is scheduled to remove two tree stumps on Lodge property this week.

Update: Birdsong gang timer door is being repaired by HGG either yesterday or today.

Update: Financial reports are to be sent to the Board 5 business days before the scheduled meeting in order that the Treasurer may prepare the financial report.

Update on signage: A Notice of Hearing was discussed. According to SVOA governing documents, this is the only way to get out of the stop-work order for the signage installed by order of Sincere Co. on Stoneybrook community property. A time limit was discussed for Assisted Living to have the signs returned to original condition. The CC &R's list a time limit and penalty for this action.

The board **adopted** a motion to send the registered owner of Assisted Living a 30-day notice to restore the two signs not on their property to their original condition. If not completed in a satisfactory manner, the SVOA will have the work done and charge the expense to the registered owner.

Update: Tree trimming on 45th St. common area was completed last week. The CPC will do an inspection and sign off on the work before payment is made.

Old Business

Owner overdue assessments:

Assisted Living is getting current and the Lodge is current to date with assessments.

Two single-family residents are in arrears and have been sent certified letters and phone calls. No response as yet.

New Business

Committee membership changes:

Dave Young resigned from the Community Garden committee

Tanya Shively and Mariann DeMordaunt resigned from the Pool committee

Pool committee new members are Barbara Rosbacher, Carole & Oscar Gutbrod, and Shirley Pyle family from the Lodge

Charters: Common Property and Activity committee charters will be reviewed at the April Board meeting.

Overdue assessment collection by Vial and Fotheringham (V&F) Law Firm:

There was discussion regarding editing the wording of the collection contract provided by V&F Law Firm. Amend Article 2.2 of the contract to read "*...will be in the amount of \$10. per assessment.*"

The Board **adopted** a motion to allow monthly invoices as opposed to quarterly to be sent to all home and corporate owners.

Collections Resolution: The Board **adopted** a motion to change the wording of Paragraph 3.a to begin with "By direction of the Board, depending on the circumstances and considering dispute resolution required under the statutes, the account..." and the resolution will go into effect April 1, 2023. This motion needs to be passed on to the attorneys for their records.

The Board **adopted** a motion to accept the Vial and Fotheringham Collection Assessment contract.

SVOA Audit: There was discussion regarding a full audit of the SVOA Financials instead of the state required financial review. Schwindt and Company provided a quote that would cost between \$5000. and \$7000. There was also discussion regarding how the SVOA would pay for an audit by cutting back on current costs in various areas.

The Board **adopted** a motion to have an audit of the 2022 SVOA Financials conducted by Schwindt & Co.

Owner Input

There was discussion regarding sending an invitation to both the Lodge and Assisted Living with a log-in account for the SVOA website. The “estoppel” was discussed in relation to this and will be put on the agenda for April.

An owner presented pertinent information and concern about current HGG chemical use on SVOA property. The owner provided information to the Board regarding state law (Oregon HB2409, 2021, relating to pesticide application within planned communities).

The board **adopted** a motion to have HGG stop the application of these chemicals throughout the community and provide a list of all chemicals they use. WCM will communicate this information to HGG.

The current SVOA “opt-out” policy for private home landscape maintenance was briefly discussed.

The Board entered Executive Session at 12:51 PM for the purpose of conducting a Contract Performance Review of Willamette Management Company.

The Board exited Executive Session at 2:14 PM

The regular Board meeting adjourned at 2:14 PM

Minutes were prepared by Jason Peter WCM, and Carole Gutbrod, SVOA Secretary