

**MINUTES**  
**STONEYBROOK VILLAGE OA BOARD MEETING**  
**December 12, 2012**

The Board Meeting of the Stoneybrook Village Owners Association convened in the clubhouse at 9:03p.m. by President Sheila Coxon. Directors who were present included Jim Roe, Sheila Coxon, Lyn Martin, Cindy Bond, and Tony Olsen. Kurt Powell, Willamette Community Management, also attended. 9 owners attended.

**Introduction of New Board Members:** Sheila Coxon is the President, Lyn Martin is the Secretary, Tony Olsen is the Treasurer, and Cindy Bond and Jim Roe are members at large.

**Board Meeting Schedule:** The Board affirmed the Board meeting schedule that continues on the 2nd and 4th Wed of each month. The Board cancelled its December 26, 2012, meeting due to the Christmas holiday. The next Board meeting will be January 9, 2013.

**Approve minutes:** The Board **APPROVED** a motion made by Lyn and seconded by Tony to approve the minutes from November 28th 2012.

The Board **APPROVED** a motion made by Tony and seconded by Cindy to approve the minutes from December 6<sup>th</sup> 2012.

**WCM Report:** The items in the report will be covered later in the meeting.

**Financial Matters:** Nothing has changed since the report at the Annual Meeting of the membership. There are still two owners overdue by 90 days. There are 5 single family owners that were overdue as of November 30<sup>th</sup> 2012.

**Bank Signatures:** WCM will update the authorized banking signatures with the new Board members in the following weeks.

**Owner Input:** The 4800 block of Hollyhock have leaves that were still on the ground. TruGreen will be blowing the leaves in the next week.

### **Ongoing Business**

**Spa ORP Sensors:** Hayward has given names of two certified CAT Controller installers from the Portland metro area. One of these installers will be installing the demonstration CAT Controller while the other controller will be sent back to the factory for review.

**Pond:** The existing contract is completed and WCM will release final payment. With regard to the south pond dredging proposal, WCM will ask to leave the lilies in the north pond in a revised proposal and ask if SVOA can hold the spot in Gaia's schedule with only the President's signature on the agreed-upon proposal, not a deposit..

The Board **APPROVED** a motion made by Tony and seconded by Lyn to adopt the proposal from Gaia Landscaping pending no deposit.

The Board discussed contracting with a concrete firm to dismantle and fill in the vaults and install benches as part of a future pond improvement project. WCM will find a way to lock the vaults in the meantime.

**ARC Guidelines:** The Architectural Review Committee revised the guidelines. The Board **APPROVED** a motion made by Tony and seconded by Lyn to approve the guidelines as drafted by the ARC.

The ARC will be reviewing the work following the Board meeting completed by Gaia Landscaping on the pond to make sure the work is completed according to the ARC request.

**Board Communications Policy:** Tony submitted a report to the Board regarding the Communications to members and reviewed the document. The Board revised the document and will review it again in January.

The Board **APPROVED** a motion made by Tony and seconded by Lyn to approve and sign the TruGreen 2013 contract.

**New Gaia Proposal:** Gaia Landscaping gave a recommendation to provide plants around the pond. The Board chose not to accept the proposal at this time.

**Insurance Renewal for State Farm:** WCM will get more information on the State Farm Insurance Renewal for the Board to review in January. The policy renews on Feb 1 2013.

The Board **APPROVED** a motion to send thank you letters to the chairs of each committee.

The Board **APPROVED** a motion made by Lyn and seconded by Tony to remove the floating fountains during the winter.

The meeting adjourned at 10:27am