

**Stoneybrook Master Association, Inc.**  
**Board of Directors Meeting**  
**October 17<sup>th</sup>, 2008**

**Call to Order:**

The October 17<sup>th</sup>, 2008 Board of Director's meeting was called to order by Vice President Darin Stewart at 7:06pm. , Mark Krush, Damon Patai, Tony Gregory, Alan Gelb, Karen Miller, John Bunke and Terry Theret were present. President John Santaniello was absent. Angie Tucker and Michelle Paul were present representing Sentry Management.

**Proof of Notice of Meeting:**

The notice of the meeting was posted at the fitness center, resident entry gate and on the access TV channel and community website in accordance with covenant requirements.

**Approval of Meeting Minutes:**

A motion was made by Terry Theret to approve the minutes for the September 2008 Board meeting. Alan Gelb seconded the motion. Motion carried unanimously.

**President's Report:**

- HBL Survey
  - Only received 35 out of 1357 homes
  - Need this information in order to educate HBL as to challenges present
- Foreclosures
  - Currently there are 48 homes or 3.5% of home in foreclosure in Stoneybrook
- Dues Collection
  - Have collected \$30,000 in back dues since the inception of the new policy dictating the suspension of guest lists, amenities and basic cable if dues are not paid on time.
  - Thanks to Jim Gustino for all his help in this plans execution.
- Cheval Street Lighting
  - Lights are now operational.
  - Combined with changes in fencing previously installed, occurrences of vandalism have dropped.
- Community Service
  - The idea of various school groups providing community service opportunities was brought up.
    - Suggestions included cleaning of Stoneybrook Blvd on Sunday mornings as we currently have no service completing this task during this timeframe.
  - Management to look into this option.
- Beginning 01/01/09 new policies regarding when penalties for late assessment payments go into effect.
  - Late fees and interest begin on the 16<sup>th</sup> of the month on which assessments are due.
- Apartment Dues
  - Apartment complex is behind in its assessment payments. Lien will be sent on 10/21/08.

**Management Report:**

- The Board had previously received copies of the Management report including financial results, violations/enforcement report and delinquency report.

**Gate House Committee:**

- Jim Schnaath reported on the following:
  - Engaged Smartwatch with a wish list of integration of Gates, Cameras, Readers, etc.

- Smartwatch provided proposals
  - After discussion:
    - Jim will get 2 additional competing bids
    - Gate Committee and Management will go over all bids and present recommendations to the Board
    - Darin suggested adding some funding to the budget.
- Convex Mirrors at gates
  - 2 mirrors for the Main and Residents gates
  - Vehicles have been waiting for residents to exit and then entering through the open exit gate.

### **Building Committee:**

- Construction Drawings have been sent out.
- Questions regarding drawings have been answered
- Architect to submit drawings to Orange County Planning & Zoning office.
- Expect to be into permitting by the end of October.

### **Old Business:**

- **Collection Policy Modification:**
  - Tony made a motion for the following:
    - **Effective Date: 01/01/09**
    - Payment is late as of the 15<sup>th</sup> of the month that the assessment is due.
    - Penalties and Interest will begin on the 16<sup>th</sup> of the month.
      - Amenities can be turned off as of this date
  - Karen seconded the motion
  - The motion carried 5 – 2 with Mark and Damon as the dissenting votes.
- **Office Assistant**
  - Request has been made by Sentry for an Office Assistant to:
    - Aid with property inspections via office coverage
      - Property Manager requires more inspection time as community ages
      - Inspections requiring more time than anticipated
    - Assist with busy times in the office i.e. assessments due and late payment challenges
    - Assist the Fitness Center Director as required
    - Requesting funding for a 20 hour per week position
    - Management to discuss alternatives
- **Budget**
  - Addition of the following funds to the budget:
    - \$2,200 to the Activities Committee
    - \$9,200 to the Gatehouse Committee
    - Additional budget to cover 2<sup>nd</sup> Digital Sign for Gate Entrance
      - Declined. Evaluation of 1<sup>st</sup> sign to take place prior to ordering of additional signs
    - 1 Digital Sign to be installed in '08 but paid for with '09 budget
      - Only if payment terms and ancillary costs do not negatively effect cash flow
    - Damon motioned to fund the digital sign for the Residents Gate via contingency for installation in 2008 with funds being replenished with 2009 budgeted funds in January of 2009.
    - Darin seconded the motion. The motion passed 5 – 2 with Mark and Karen being the dissenting votes.
  - Motion was made by Tony to adopt the 2009 Budget with the additional funding as requested for the Activities and Gate House committees.
  - Terry Theret seconded the motion.

- The Budget motion passed unanimously.
- This budget reflects the lowest increase in the assessment pricing since the Homeowners took control of the Association from the builder. The 3.9% increase is less than the inflation rate for 2008. Thanks to Mark for all his efforts in maintaining and compiling the information necessary for the Board to be able to make informed decisions when working out this budget.

### **New Business:**

- **Activities Committee Budget**
  - Mark stated that Tony has worked with the Committee to prioritize their budget requests
    - Requesting an addition of \$2,200 to bring their budget to \$16,200.00
- **Rental Property Lawn Maintenance**
  - Michelle stated that a number of renters are not taking total care of the property, i.e. mowing & not trimming or edging.
  - Discussion took place requiring renters to show proof of a yard maintenance service
  - Management to obtain Stoneybrook West's policy
    - Is it enforceable?
    - Is it in the Declarations or the Policies?
  - Look into turning off amenities
- **Credit Card vs. Petty Cash**
  - The Property Manager and Fitness Center Director are requesting a credit card for day to day purchases in lieu of the current petty cash process
  - Tony made the motion to acquire a Corporate Credit Card to be issued to the Property Manager and Fitness Center Director. John Bunke seconded the motion. Motion passed unanimously.

### **Homeowner Questions/Comments:**

- **The Bradshaw Family @ 2337 Buckingham Run brought their challenge with HBL's repairing of their driveway to the Board.**
  - After presenting their photo documentation and discussion amongst the Board members:
    - Tony will work with the Bradshaw's and HBL to resolve the issue.
- **Roadway Truck Accident**
  - Roadway Truck leaked a tar-like substance after having to hit their brakes to avoid an accident
  - Load was not properly secured resulting in damage to a container holding this substance
  - Substance stained the road and irreparably damaged the painted striping on the road.
  - Management to get quotes for repairs.
  - A Claim is being made against Roadway.

### **Next Meeting Date:**

The next regular Board of Directors meeting will be held on November 18<sup>th</sup>, 2008 at 7:00 P.M. at the Stoneybrook Fitness Center.

### **Adjournment:**

9:28 PM

Respectfully Submitted,

Damon Patai, Secretary