

Stoneybrook Master Association, Inc.
Board of Directors Meeting
August 16, 2005

Call to Order:

The August Board of Director's meeting was called to order by President, Tony Gregory at 6:42 P.M. at the Stoneybrook fitness center. Board members Tony Gregory, Mark Williams, Allan Gelb, Bill Keezer, Abdullah Zeini, Jack Baumgardner, Mark Krush, Anand Singh and Darin Stewart were present. Brooke Coniam and Lynda McGee 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 in accordance with requirements.

Approval of Meeting Minutes:

A motion was made of Jack Baumgardner to approve the minutes for the July 19, 2005 board meeting. A second was made by Anand Singh. All other board members were in favor and motion carried.

Presidents Report:

A request was made to send committee reports to Sentry the Thursday before the board meeting so they can be included in the BOD packets. Positive progress is being made with committees, but the board is aware that there are some conflicts on committees extending to confrontations. This will not be tolerated and accepted and appropriate steps will be taken as necessary to prevent any future occurrence

Management Report:

Avalon road construction still needs some of the water pipes to be installed, then the sodding will be completed. Avalon developer was contacted and there is no plan to put a wall between Avalon and Stoneybrook. A list of open residential violations and the options for taking recourse were discussed. The preferred process will be to have our attorney write a letter after the third management notice letter has been issued to the resident. The attorney's fee will be assessed against the homeowner. If the fee is not collected, then normal lien and foreclosure proceedings can take place. Sentry will present a list of open violations which have had third notices issued at the Sept. BOD meeting for review and action.

Committee Reports:

1. **ARC** – Tony Gregory reported that the current structure of the ARC is not meeting the community objectives over the past 6 months. Items noted were lack of progress in developing documented standards and communication issues. To address the concerns the following proposals were presented and voted on:

- A. Tony Gregory made a motion that the administration of approving resident

applications will be done by Sentry management but will only be approved if in accordance with documented ARC standards. Mark Williams seconded, all other board members approved and motion carried.

B. Tony Gregory made a motion that the current chairperson of the ARC be terminated. Jack Baumgardner seconded, all other board members approved, motion carried.

C. Tony Gregory made a motion that the position of board liaison to the ARC be terminated. Mark Williams seconded, all other board members approved, motion carried.

Tony Gregory appointed Brook Coniam to be a member of the ARC representing Sentry.

Action: A draft of revised ARC standards was provided by Tony Gregory. BOD members are requested to provide comments to Tony by Friday, August 19. Tony will incorporate comments and reissue with a targeted final review and approval to take place on Monday August 22.

14 new color schemes were presented by the residents of Brixham. The board voted on the new individual color schemes and all but scheme 2, 3 and 6 were approved by a majority vote of board members. These approved colors will be added to the standards for Brixham in addition to the existing 3 schemes.

It was discussed and agreed that the other villages with 5 or fewer color schemes will be given the same opportunity as Brixham in proposing alternative color schemes. The following steps will be taken:

- A. Sentry will draft a letter (to be reviewed by Tony Gregory prior to mailing) that will inform these villages of the process that they will have the opportunity to participate in to select additional colors.
- B. Each village will have the opportunity to adopt the Brixham color schemes and/or add new color schemes.
- C. Each village's proposed color schemes will be voted on by the BOD in the same manner as Brixham was voted on.

2. **Gatehouse** – Bill Keezer indicated that the network computers are in the gatehouses but have not been hooked into the database. Sentry reported that a 30 day notice has been given to Keith Jackson of Provident to improve service or we will terminate contract.

Action: Gatehouse committee is requested to present 3 gatehouse bids at Sept BOD meeting with a recommendation. A final decision on whether to retain or give termination notice to Provident will be done at the Sept. BOD meeting.

Orange count Sheriff's patrol logs are available for review at the Fitness Center

office.

- 3. Finance** – Darin Stewart reported that the independent audit resulted in \$45,000 due from developer. A motion was made by Darin Stewart as follows:
- A. Board adopt a policy that all fitness center income is only for use by the fitness center/recreation complex
 - B. Set 2006 budget for fitness center income (acct. 4180) to zero
 - C. Board adopt the following procedure: Fitness center budgeted expenses continue to be spent and approved in the same manner as all other association expenses. Regarding fitness center income, the Fitness Center Committee (with input from the Recreation Director) shall decide upon uses for such income and then recommend same to the board for board approval
 - D. Board adopt the following procedure: All fitness center income will be credited to account 4180. All non-budgeted expenses for which the Board approves funding from fitness center income shall be debited to (charged against) fitness center income (acct. 4180) using a contra account thereby resulting in a running balance of available fitness center income that may be spent
 - E. Board adopt a procedure to transfer all unused fitness center income at the end of each year to a reserve account for use in later years.

A second was made by Mark Williams, all other board members approved, motion carried.

A first draft of the 2006 budget was presented with a proposal for collapsing the current multiple small accounts into a smaller number of larger accounts.

Action: BOD members are requested to provide feedback to Darin on suggested level of account collapsing.

The budgeting process and timeline was discussed and is as follows:

- Proposed budget must be sent to homeowners 15 days prior to the budget approval meeting.
- HOA must have approved budget 30 days prior to end of fiscal year (Dec 31, 2005)
- Budget approval meeting must take place at Nov BOD meeting, so proposed budget will need to be available by early Nov.
- Proposed budget will have to be reviewed at Oct BOD meeting.

- 4. Beautification** – Jack Baumgardner reported that the next committee meeting will be August 25, 2005. The committee has received 7 bids for landscaping. They will target to review the proposals and make a recommendation at the BOD meeting in Sept

5. **Communication** – Tony Gregory reported that good progress is being made on the Stoneybrook website and is targeted for release in 4 weeks and will be substantially complete. It was discussed and agreed that there will be two levels of site access. Level 1 will be available to general public and will include more marketing type information. Level 2 will require a resident to log on. This level will contain only information relevant to residents such as meeting information, by-laws, forms, etc. Anna Cohen volunteered to help maintain the site after it is released.
6. **Fitness Center** – Damon Patai presented the revised vendor/instruction rules & fee structure for approval (see attached) Darin Stewart made a motion to approve the document, Allan Gelb seconded the motion, all other BOD members approved and motion carried.



Stoneybrook
Recreational Complex

The fitness center committee will begin the process of fitness center director replacement. They will also evaluate a fitness center equipment lease program and are evaluated improved playground equipment.

7. **Infrastructure** – Allan Gelb reported that an engineering study RFQ is being prepared based on Orange County codes and statutes. Our attorney has recommended that we perform our study and if deficiencies exist we can determine recourse based on documentation.

Old Business:

Sentry reported that we have received full payment from Rose Fence for the damage to water lines during fence repair.

It was reported that a final decision has been made on the Orange County landfill and there is no plan to change access points and that expansion will be toward 417, not Stoneybrook in the recent 25 year plan.

It was also reported that there will be a meeting on Sept. 14, 2005 at Timber Creek High where results of a land use study will be presented.

New Business:

Tony Gregory reported that rezoning discussions on the new Schools around Stoneybrook will begin. A timeline was provided with August 29 being a training meeting for community representatives, Sept 19 will be a follow-up meeting, Oct 10 a public forum meeting. Final approval date not provided.

A resident reported that there is a concern with bike path white lines fading and a sunken manhole cover near Hawksmoore. The resident was instructed to report the specifics of the issues to Brooke Coniam.

Next Meeting Date

The next Board of Directors meeting will be held on September 20, 2005 at 6:30 P.M. in the Stoneybrook fitness center activities room.

Adjournment

10:20 P.M.