# Stonegate Landowner’s Association Annual

# Meeting Minutes

7/ 31/2020

1. Call to order

The annual meeting of the Stonegate Landowner’s Association was called to order by Bob Gelley at 6:36pm on 7/29/2020 at 284 Sapphire Lane. Ron Rescek seconded.

1. Selection of Secretary & IT Consultant

A selection of a Secretary to record minutes and an IT Consultant was conducted. Lauren Duncan volunteered for the Secretary Position and Veronica Devese has volunteered for the position of IT Consultant. The motion was approved and carried.

1. Proof of Meeting

The 2020 meeting was conducted like any other meeting, but without an organized group in the hall due to Covid-19. An email was sent to all board members from Bob to show proof of the meeting.

1. Roll Call

Bob conducted a roll call. The following persons were present:

Bob Gelley- President

Karen Rimmer-Vice President

Ron Rescek-Treasurer

Rick Madden-Trustee/ Landscaping

John Sotomayor-Communications

Veronica Devese- IT

Lauren Duncan- Secretary

1. Approval of minutes from last meeting

Bob emailed the 2019 annual meeting minutes to officers prior to 2020 meeting. Minutes were received and read prior to 2020 meeting. Minutes have been approved by the Board from the 2019 annual meeting and can be viewed on our website.

1. Management Company Pros/Cons
	1. By hiring a management company, the workload of the trustees would be reduced and would provide professional knowledge to the Landowner’s Association at an annual added cost of $48.00 per household.
	2. According to our by-laws; Article 11 4 (i) allows officers to enter into one or more management agreements. Associated Property Management LLC provided the quote among other things included:

- Debit service for management fee (completed via portal), mailers, cash flow tracking, balance sheet and checking account reconciliation, monthly past due statements, income vs expenses statements, reserve fund assistance, spring and fall sidewalk inspections, quoting/gathering contract bids, preparing and mailing meeting notices, ballots, help with agendas, legal counsel liaison, implement board policies and enforce association documents.

c) Although voting trustees; Karen, Ron, and Bob have the authority to proceed without input, they’d like to hear pros/cons from the rest of the Board. The Board members are all in favor of a one-year contract. The board is in the process of conducting further in-depth research and referral reviews of the management company.

Lauren and Veronica will be contacting all references for the management company and will compile answers when completed to be reviewed by the Board.

1. Amendment of by-laws to allow alternative voting
	1. The current by-laws only allow our HOA to hold an in-person vote. Due to Covid-19, we are unable to hold meetings allowing in-person voting, and therefore, the board would like to amend current by-laws to allow alternative/ remote voting in case of unforeseen circumstances that prevent in- person voting from being conducted.
	2. Legal fee to amend current by-laws are $1,085.00, plus ballot preparation and postage. It can be drafted to either allow for emergencies, or default to all future elections, or at the Board’s discretion. In order to amend the by-laws, we will still need 80% of homeowners to agree.
2. Dam Report
	1. Debris at intakes and outtakes was cleared in April. A slight erosion was noted around the intake side of dam #2. Another inspection will be conducted this fall to reassess erosion.
3. Complaints and Homeowner Responsibilities
	1. It is all homeowners’ responsibilities to adhere to all plat restrictions for our subdivision. If a homeowner is unsure, they should refer to our website; [www.stongate44241.com](http://www.stongate44241.com) for further information. A reminder will also be mailed out to all residences.
	2. Recent areas of complaints: Boats/RVs- Plat #4; lawn equipment and garbage disposal placement #12; approved yard signage #8
	3. The Board also discussed that homeowners are responsible for all walkways and tree lawns in front of their residences.
4. Vice President
	1. Karen stated the current signs are falling apart and not in good working condition. Communication Trustee, John agreed to purchase new signs.
	2. Karen recommended all Social Committee newsletters be available online in order to keep costs down. Motion was agreed to by the Board.
5. Treasurer
	1. The association is year-to-date under the budget at this time. For further reference, the budget is available online.
	2. Past Dues/delinquent assessments: Three certified letters were mailed from Development’s legal team. The content of the letters allowed for working out the delinquent dues, the opportunity to contest the amount due, and support paperwork, if needed. The letters cost the association $115.00 per letter. Due to the lack of response from the certified letters, the board has decided to peruse further legal actions to recover all delinquent dues.
6. Grounds
	1. The upkeep at entrances started slow this year, but Rick has been working diligently with landscapers to keep the process moving along. Repairs to common grounds have been completed, and we will be waiting until fall to complete planting of new shrubbery when the weather is more favorable.
	2. Rick will contact three new bids from outside companies to ensure Stonegate is receiving the best quality for the price on all of our services on the common grounds.
7. Communications
	1. John is in the process of picking out the new entrance way signs and will be gathering information on all events that should be shown on signs.
8. Unfinished Business
	1. Lauren would like to install procedures as a reference for future matters regarding legal matters, and community notices.
	2. Contacting companies for possible community discounted rates on other services to assist homeowners in maintaining personal properties, such as power washing, landscaping, bees, etc.
	3. Compiling by-law amendment feedback from homeowners and the decision on how to proceed with alternative trustee elections.
9. Consideration of other Matters
	1. Website: Veronica is currently in the process of updating the website and would like to ensure that the security is up to date and the site is protected properly moving forward. The Board has approved to investigate additional security features for the website.
	2. Social Committee: Lauren updated the Board of the Social Committee’s most recent newsletter and provided feedback from the new neighbors who have received their welcome baskets.
10. Adjournment

The meeting adjourned at 8:30PM.