



**Stonebridge Ranch  
Community Association, Inc.**

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MEETING MINUTES  
STONEBRIDGE RANCH COMMUNITY ASSOCIATION, INC.  
December 12, 2019

The regular meeting of the Board of Directors of Stonebridge Ranch Community Association, Inc. was held on Thursday, December 12, 2019, at 6201 Virginia Parkway, McKinney, Texas 75071.

**Directors Present**

Jon Dell'Antonia, President  
Norm Counts, Vice President  
Jim Norton, Secretary  
Michael Kaltenbaugh, Treasurer  
Kristen Vartian, Director  
Joe Closs, Director  
Amanda Batson, Director

**Management Present**

Greg Herbst, Director of Operations, CMA  
Pam Grundy, Onsite Vice President, CMA  
Bill Partridge, CFO, CMA  
Rony Peterson, Recording Secretary, CMA

**Guest**

Erica Lee, Communications Specialist, CMA

**CALL TO ORDER**

A quorum having been established, President Dell'Antonia called the meeting to order at 1:00 pm.

**HOMEOWNER OPEN FORUM**

There were no homeowners present.

**RATIFY BOARD DECISIONS SINCE LAST MEETING**

A motion was made by Secretary Norton to ratify the Approval of the November 14, 2019 BOD Meeting Minutes. The motion was seconded by Director Closs; the motion passed unanimously.

**EXECUTIVE SESSION CONVENED AT 1:02 PM**

**OPEN SESSION RECONVENED AT 2:43 PM**

**Summary of Executive Session**

**Appeals Committee Recommendations and Approval** – The Board approved the recommendations made by the Appeals Committee for all appeals presented in the board packet.

**Informational Reports** – The Collection and Violation reports were accepted as presented in the board packet.

**Legal Updates** – Director of Operations discussed legal updates.

**SOS Update** – The continuing partnership with SOS was discussed.

**Management Contract** – The Board tabled this topic until the January 23, 2020 Board of Directors Meeting. The Board approved President Dell’Antonia and Vice President Counts to continue negotiations on behalf of the Board of Directors.

**2019 Operating Surplus** – Treasurer Kaltenbaugh discussed the possible 2019 operating surplus.

**Mass Texting Proposal & Communication Survey** – The Board approved the proposal presented by the Communications Committee to conduct a mass texting survey. The results will be presented at the January 23, 2020 BOD Meeting.

The motion was made to approve all the decisions made during the executive session by Treasurer Kaltenbaugh. Director Vartian seconded the motion; the motion passed unanimously.

**OLD BUSINESS**

**380 Widening Update** – President Dell’Antonia updated the Board regarding the 380-widening project.

**Board Guideline Review** – Treasurer Kaltenbaugh motioned to approve all proposed changes as presented in the board packet and noted below. Director Vartian seconded; the motion passed unanimously.

- a. Usage of Board Room for Events – tabled until January 23, 2020 BOD Meeting
- b. Inclement Weather for Social Events - updated
- c. Community Room Guideline & Form – reviewed
- d. Social Committee Guidelines - updated

**January Upcoming Board Guidelines & Policy Review** – The Guidelines and Policies to be reviewed at the January Board Meeting were included in the packet. Also, to be included is the Activities/Events Sponsorship Program guideline.

**ASSOCIATION REPORTS**


**Board Liaison Committee Report** – Board Liaisons presented updates on committee activities.

**Director of Operations Report** – Director of Operations Herbst updated the Board of Directors regarding the final OLM inspection for 2019 and the City of McKinney meeting regarding Virginia Parkway.

**ADJOURNMENT**

There being no further business the meeting was adjourned at 4:01 pm.

  
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Jim Norton, Secretary

  
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Date