

MEETING MINUTES
STONEBRIDGE RANCH COMMUNITY ASSOCIATION, INC.
April 16, 2020

The regular meeting of the Board of Directors of Stonebridge Ranch Community Association, Inc. was held virtually utilizing Zoom (www.zoom.us).

Sections I – VI - Meeting ID: 549 525 407
Section VII - Meeting ID: 701 050 849
Section VIII and IX - Meeting ID: 730 969 708

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

Guests

Brenda Watson, Homeowner
Catherine Mooney-Burton, Homeowner
Paul Burton, Homeowner

CALL TO ORDER

A quorum having been established, President Dell’Antonia called the meeting to order at 12:59 pm.

HOMEOWNER OPEN FORUM

Brenda Watson addressed the Board concerning garage sales. Mrs. Watson suggested a once a year association approved special event for each property to hold a garage sale on the same day.

RATIFY BOARD DECISIONS SINCE LAST MEETING

A motion was made by Director Vartian to ratify the approval of the March 19, 2020 Board of Directors Meeting minutes. Director Batson seconded; the motion passed unanimously.

NEW BUSINESS

Cyber Votes or Web Based Meeting – Director Closs asked for clarification to know when a cyber vote is acceptable versus needing to hold a web based special meeting.

OLD BUSINESS

Coronavirus (COVID-19) – The following topics and decisions were made concerning COVID-19:

- ⓑ President Dell’Antonia motioned to move the May 28, 2020 Board of Directors Meeting to May 21, 2020. Secretary Norton seconded; the motion passed unanimously.
- ⓑ Social events scheduled thru the end of May 2020 are postponed or cancelled, with two exceptions. The Wine Tasting and Evening on the Veranda will be rescheduled for later in the year.
- ⓑ The May 23, 2020 Electronic Recycling & Paper Shredding Event will still be held with contactless drop off.
- ⓑ May Book Club will meet virtually.
- ⓑ Outdoor amenities owned by the SRCA, including playgrounds, pools, and sports courts, remain closed thru the end of May 2020.

- ⌘ Community Room will be closed thru the end of May 2020, all scheduled rentals cancelled, and monies refunded.
- ⌘ Committee Meetings will continue to be conducted via web-based meeting.

Irrigation Updates – Treasurer Kaltenbaugh presented this topic during Executive Session.

Board Guideline Review – Director Vartian motioned to approve all proposed changes as presented in the board packet. Director Batson seconded; the motion passed unanimously.

- a. Association Compliance Enforcement Procedure - reviewed
- b. Leasing of Single Occupancy Dwellings... - reviewed
- c. Covenant Enforcement and Fining Policy – reviewed
 - a. Fining Table move up one row to match correct violation.
 - b. Add Revision History
- d. Special Case Process for Covenant Enforcement and Fining Policy – reviewed
 - Section D, 3rd line – update to “homeowner participating in a”

ASSOCIATION REPORTS

Financial Report – Income Statement, Balance Sheet and Variance Report were reviewed.

President Dell’Antonia motioned to approve tabling the Low Balance Letter mail out date until the May 21, 2020 Board Meeting. Director Batson seconded; the motion passed unanimously.

Treasurer Kaltenbaugh motioned to allocate funds for Repair and Replacement (R&R) from the fourth quarter planned allocation of R&R and a portion of the Capital Improvement – Undesignated account. Vice President Counts seconded; the motion passed unanimously.

Strategic Plan – Updates to Actions Items for #1 Financial and Operational Health of the Association, #6 Project Management, #7 Governmental Issues and #9 Benchmark Other Large Homeowners Associations.

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

Director of Operations Report – Director of Operations Herbst reported the new hire of Kara Robinson, Compliance Supervisor.

EXECUTIVE SESSION CONVENED AT 2:48 PM

OPEN SESSION RECONVENED AT 4:15 PM

Summary of Executive Session

Foreclosure Report – The Board tabled the Pre-Foreclosure account until the May 21, 2020 Board of Directors meeting.

Informational Reports – The Violation and Project Reports were accepted as presented in the board packet.

Legal Updates – Director of Operations discussed legal updates.

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

Strategic Financial Discussion – Treasurer Kaltenbaugh discussed strategy to monitor and improve long range financial results.

Winter Haven Project – Director of Operations Herbst updated the Board regarding the Winter Haven dredging project.

Violations – The Board of Directors discussed violations.

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

ADJOURNMENT

There being no further business the meeting was adjourned at 4:16 PM.



Jim Norton, Secretary

6-18-20

Date