



**Stonebridge Ranch
Community Association, Inc.**

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MEETING MINUTES
STONEBRIDGE RANCH COMMUNITY ASSOCIATION, INC.
June 18, 2020

The regular meeting of the Board of Directors of Stonebridge Ranch Community Association, Inc. was held on Thursday, June 18, 2020, 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 via phone
Amanda Batson, Director via phone

Management Present

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

Guests

Jimmy Chan, Homeowner
Martin Doyle, Homeowner

CALL TO ORDER

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

HOMEOWNER OPEN FORUM

Jimmy Chan and Martin Doyle discussed the financials for account 00300530037. Mr. Chan also presented some ideas for the Board to review for future procedures regarding collections.

RATIFY BOARD DECISIONS SINCE LAST MEETING

A motion was made by Treasurer Kaltenbaugh to ratify:

1. Approval of the May 21, 2020 BOD Meeting Minutes
2. Approval of Playgrounds Opening June 1, 2020

Director Vartian seconded; the motion passed unanimously.

EXECUTIVE SESSION CONVENED AT 1:18 PM

OPEN SESSION RECONVENED AT 2:36 PM

Summary of Executive Session

Foreclosure Report – The following pre-foreclosure accounts were approved for a second Demand Letter to be sent: 00300100124, 00300160082, 00300400033, 00300620113, and 00300730238. The Board approved the foreclosure for 00300710016. The Board also approved the following pending motion to lift stay accounts: 00300210240, 00300110022 and 00300730051.

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

Informational Reports – The Violation Report was accepted as presented in the board packet.

Legal Updates – Director of Operations discussed legal updates.

Board Election Procedure – The Board discussed the election procedure for incumbents and voting proxies assigned to the Board of Directors.

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

Strategic Financial Discussion – No discussion on this topic.

Winter Haven Project – Director of Operations Herbst updated the Board on the project. The project is nearly complete with the following items remaining: clean-up, a topo survey, reinstallation of the fountain and follow up on some incident reports.

Approve Cyber Votes – Ratified a vote to send a letter to CMA.

Discuss and Act on Any Confidential Items from Homeowner Open Forum – The Board discussed the request during homeowner open forum.

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.

NEW BUSINESS

Discuss and Act on Any Non-Confidential Items from Homeowner Open Forum – Topics were discussed in Executive Session due to the fact the request was regarding a specific account.

OLD BUSINESS

Coronavirus (COVID-19) – Discuss and review managing and lifting restrictions as appropriate.

The following topics and decisions were made concerning COVID-19:

- ⌘ Allowable capacity will continue to follow the Governor's Order on permitted percentage.
 - Homeowners with a balance of less than \$50 will be admitted utilizing the pools.
 - Vice President Counts took an action to take the approved board resolution redefining owner in good standing and will update the pool season guideline governance document.
- ⌘ The office will open as of June 19, 2020; however, appointments are still required if they want to meet with someone in particular. Photo IDs and walk-in questions will be handled without an appointment.
- ⌘ Pool pavilions will be opened for use, however at this time are not for rentals with guests not being permitted.
- ⌘ Community Room will open at 50%; form will be amended to have a waiver and notate any documentation following the Governor's Orders regarding social distancing, group sizes, wearing masks, etc.
- ⌘ The Wine Tasting Event was changed to July 20, 2020 to begin at 7 pm.

- Ⓓ The Committee Appreciation Party will still be held August 6, 2020.
- Ⓓ Committee's meetings may now be held in the Board Room or the community room at the discretion of the committee.

Treasurer Kaltenbaugh motioned to approve following the guidance of the Governor's Orders to lift restrictions for amenities. Vice President Counts seconded; the motion passed unanimously.

Board Guideline Review – Secretary Norton motioned to approve all proposed changes as presented in the board packet. Treasurer Kaltenbaugh seconded; the motion passed unanimously.

- a. Record Retention Policy - reviewed
- b. Records Production and Copying Policy – reviewed
- c. Landscape and Grounds Guidelines – updated as presented in the packet and change the wording for Master Landscape Plan to Landscape Project Plan along with a date error in the Revision History.

ASSOCIATION REPORTS

Financial Report – The Board reviewed the financials as presented in the packet.

Strategic Plan – Update to Action Items for #9 Benchmark Other Large Homeowners Associations.

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

Secretary Norton motioned to approve removing the banners from the Stonebridge Plaza/Aquatic Center, eliminate OLM inspections November – February, have a no-notice date OLM inspection moving forward, and put up six American flags at major entrances to SRCA. Treasurer Kaltenbaugh seconded; the motion passed unanimously.

Secretary Norton motioned to approve Jim Terilli to join the Amenities Committee and to have the signs changed at the Pickleball Courts to be Open Play. Treasurer Kaltenbaugh seconded; the motion passed unanimously.

Resolution: Director Vartian wants the recorded Painted Brick Design Guideline to be included with the rest of the Design Guidelines.

Resolution: The Board of Directors meetings will begin at 12:30 pm for all upcoming Board meetings.

Director of Operations Report – Director of Operations Herbst updated the Board during other portions of the meeting.

ADJOURNMENT

There being no further business the meeting was adjourned at 5:00 pm.



 Jim Norton, Secretary

7-16-2020

 Date