



**Stonebridge Ranch
Community Association, Inc.**

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MEETING MINUTES
STONEBRIDGE RANCH COMMUNITY ASSOCIATION, INC.
December 17, 2020

The regular meeting of the Board of Directors of Stonebridge Ranch Community Association, Inc. was held on Thursday, December 17, 2020 at 6201 Virginia Parkway, McKinney, Texas 75071 and virtually utilizing Zoom (www.zoom.us, Meeting ID 835 7747 3665).

Directors Present

Jon Dell'Antonia, President
Norm Counts, Vice President/Treasurer
Jim Norton, Secretary
Kristen Vartian, Director
Joe Closs, Director (online)
Amanda Batson, Director (online)
Jim Buerkle, Director

Management Present

Greg Herbst, Director of Operations, CMA
Rob Koop, Executive Vice President of Portfolio Operations, CMA
Bill Partridge, CFO, CMA
Rony Peterson, Recording Secretary, CMA (online)

Guests

Dennis Durning, Homeowner (online)
Jaden Reyna, Homeowner (online)
Matt Robie, Homeowner (online)
Tony Saporito, Homeowner (online)
John Hartzler, Homeowner (online)
Grace Chang, Homeowner (online)
Joe and Kathy Stiner, Homeowners (online)

CALL TO ORDER

A quorum having been established; President Dell'Antonia called the meeting to order at 12:30 PM.

HOMEOWNER OPEN FORUM

- ⌘ Dennis Durning addressed the Board regarding the 2021 Assessment. Vice President/Treasurer Counts addressed his concerns during the forum.
- ⌘ Jaden Reyna addressed the Board regarding the 380 TXDOT project. President Dell'Antonia addressed his concerns during the forum.

RATIFY BOARD DECISIONS SINCE LAST MEETING

Vice President/Treasurer Counts made a motion to approve the November 19, 2020 Board of Directors Meeting Minutes. Director Vartian seconded; the motion passed unanimously.

NEW BUSINESS

Discuss and Act on Any Non-Confidential Items from Homeowner Open Forum – All discussion occurred during Homeowner Open Forum, with no action required.

Priority Violation \$10/Day – Director Vartian made a motion to update the Covenant Enforcement and Fining Policy with a \$10 a day Priority Violation for paper bags, trash, etc. that

are placed out for pickup more than 24 hours before the scheduled pickup day. Director Closs seconded; the motion passed unanimously.

Payment Plan – Director Vartian made a motion to relax the terms of the Payment Plan Policy. Director Buerkle seconded; the motion passed unanimously.

Director Buerkle made a motion to update the Payment Plan Policy to extend the plan to eight (8) months and to require 15% down. The other terms of the current policy will be retained. Secretary Norton seconded; the motion passed unanimously.

Amenities Survey – Director Closs made a motion to table the discussion until the January 28, 2021 Board of Directors Meeting. Director Vartian seconded; the motion passed unanimously.

Strategic Plan – Director Buerkle made a motion to accept the Strategic Plan as presented in the packet. Director Batson seconded; the motion passed unanimously.

OLD BUSINESS

Governance Management Work Project – Director Batson presented the continued work regarding Governance Management. The Governance Process Guideline was reviewed with no changes noted. Director Batson made a motion to approve the Governance Process Guideline as presented. Vice President/Treasurer Counts Seconded; the motion passed unanimously.

Board Governance future topics were discussed. Handling incoming requirements, capturing the control system that keeps the three repositories for governance documents in sync, and creating Word read-only templates for SRCA policy and guideline formats are a priority for the Governance Management Task Force and Director of Operations.

Emergency Preparedness Review – Vice President/Treasurer presented updates to the Emergency Preparedness Plan. Staff will put the plan on SharePoint under Association Documents.

Board Guideline Review – The Board reviewed and discussed the following guidelines:

- a. Usage of Board Room for Events – reviewed
- b. Director Buerkle made a motion to approve the Inclement Weather for Social Events Guideline as presented in the packet with these updates:
 - a. IV. A. I. Simplify the Communications Channels to read “all appropriate Communications Channels.”
 - b. IV. A. II. Remove “Board approval.”Director Vartian second; the motion passed unanimously.
- c. Director Buerkle made a motion to approve the Community Room Guideline & Form as presented in the packet, including extending the time to five (5) hours. Secretary Norton seconded; the motion passed unanimously.
- d. Director Buerkle made a motion to approve the Social Committee Guideline as presented in the packet with these updates:
 - a. Remove last sentence of I. Purpose.
 - b. Remove “adequate” from III. Membership/Terms 7.
 - c. Replace “Zoom Meeting” with online meeting platform.
 - d. Remove IV. 1. d.
 - e. Minor grammar changes.

Vice President/Treasurer Norton second; the motion passed unanimously.

- e. Director Buerkle made a motion to approve the Activities/Events Sponsorship Program Guideline as presented in the packet. Secretary Vartian seconded; the motion passed unanimously.

Tabled Swim Season Guideline – Director Closs made a motion to approve the Swim Season Guideline as presented in the packet. Director Vartian seconded; the motion passed unanimously.

ASSOCIATION REPORTS

Financial Report – CFO Partridge, CMA, presented the Balance Sheet and Income Statement.

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

Director Batson made a motion to approve Afsaneh Talai to the Communications Committee. Director Buerkle seconded; the motion passed unanimously.

Director of Operations Report – Director of Operations Herbst updated the Board regarding water usage for November, updates to excess funding, staff updates, and the transition of Emerald Heights to homeowner control as of 02/03/2021.

EXECUTIVE SESSION CONVENED AT 5:20 PM

OPEN SESSION RECONVENED AT 6:14 PM

Summary of Executive Session

Appeals Committee Recommendations – The Board approved the recommendations as presented in the board packet and made the following change:

00300730150 – Tabled; owner was unable to attend and plans on attending the January 2021 Appeals Committee Meeting.

Informational Reports – The Board accepted the Collections Committee and Violation Report as presented in the board packet.

The Board requested staff view alternate options to the current process of presenting waivers to the Collections Committee.

Legal Updates – Director of Operations Herbst updated the Board regarding legal matters.

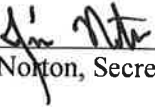
Collections Committee Foreclosure Resolution – The Board approved to replace the original resolution with a new resolution that instructs the Collections Attorney not to post homes for foreclosure in either December or January.

Strategic Financial Discussion – Vice President/Treasurer Counts updated the Board regarding financial conditions and water conservation.

Discuss and Act on Any Confidential Items from Homeowner Open Forum – There were no items to discuss.

ADJOURNMENT

The meeting adjourned at 6:15 PM.



Jim Norton, Secretary

1-28-2021

Date