

**STILLWATER HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS**

**Minutes of March 3, 2009 Meeting
Held at 8151 Stillwater Circle**

MEMBERS PRESENT: Mark Lawrence (President), Dave Newson (Vice President), Michael O'Donnell, Cathy Hendricks, and Tom Greenholtz (Secretary)

MEMBERS UNABLE TO ATTEND: Kim Hoegh (Treasurer), Sharissa Helton

Quorum established.

I. OPEN SESSION: No Members were in attendance.

II. START OF MEETING: Mr. Lawrence called the meeting to order at 7:04 P.M.

III. OLD BUSINESS:

1. Street Lamps: Mr. Lawrence noted that Southern Hearth would be coming to the neighborhood on March 9 to resolve issues with a few gas lamps in the community, including the Ekon, Coleman, and Hendricks families. The Board approved a cost of \$79.00 for the call, with \$60.00 per hour after the first hour. The issues appear to be related to flow and moisture in the lines, as well as possible broken lines at the Ekon and Colman households.

2. Pool Area: Mr. Lawrence refitted the busted water pipe with flexible pipe. The repairs should be complete after reinsulation and additional dry wall is finished.

Kelly Davidson will be draining the pool for resurfacing work, though the date of the draining is unknown.

As a follow-up to the issues relating to drain covers, Mr. Lawrence called The Pool Place regarding the appropriate covers needed. The cost of the covers ranges between \$30 - \$100, and can be installed by the Pool Place. The Board confirmed that the pool should not be opened until the covers are installed.

3. Landscaping Contract: After considering various proposals for lawn care and landscaping for the Association's common properties, the Board approved engaging Leo Dacoregio for care of the common areas. The cost is approximately \$75.00 per cycle, and Mr. Dacoregio provided proof of insurance as requested.

IV. NEW BUSINESS:

1. Late Notices: The Board discussed its policy as to collection of past due Association dues and the need to establish an automatic process. The Board discussed the following procedures:

- a. For all Owners with an outstanding balance of over \$100.00, a courtesy letter should be sent identifying the deficiency and requesting payment. The Board prefers to use Morris Property for this task.
- b. For Owners with an outstanding balance of over \$650.00, the Association will file a notice of lien in the Register's office evidencing the indebtedness. The Board had concerns generally that the \$650.00 floor may be too high—the floor is established at more than three years' worth of non-payments—but the Board agreed that the cost of filing notices of lien should be justified by the need, particularly as the lien itself arises automatically. The Board prefers to use parties other than Morris Property to draft and file the notices of lien.

2. Design Review Board Approval: The Board gave approval to a proposed modification to the entrance of the Steiner residence at 8527 Syntex Lane.

The Board also approved the concept of installing an in-ground pool at 8252 Witherow. Upon review of the Declaration of Protective Covenants and Association Bylaws, the Board discovered no prohibition against installation of in-ground pools, though above-ground pools are specifically prohibited. The Board withheld full approval, however, upon presentation of the plans and specifications of the pool by the Lot Owner.

3. Pool Cards: Mr. Lawrence was able to obtain new electronic cards for access to the pool area for all Owners at a cost of \$125.00 plus tax, an action previously approved by the Board. Mr. Lawrence will program the cards to permit access to the pool area.

4. Newsletter: The Board discussed various ideas for the upcoming newsletter. The Board members also discussed that newsletters should not be delivered by attaching them to mailboxes—the concern was that newsletters remaining attached to mailboxes may be a clear indicator that families are not at home. The Board discussed perhaps mailing the newsletter with the dues statement.

The Board approved a motion to make distribution of the newsletter quarterly.

5. Updating Bylaws: The Board considered two proposed revisions to the Bylaws in an effort to increase membership participation in the governance of the Association. First, the Board considered increasing the size of the Board of Directors to nine (9) persons, with corresponding increases in the quorum needed for action and in the number needed to amend the Bylaws. Second, the Board considered direct election

of the Design Review Board at the annual Members Meeting, with additional amendments more fully setting forth the obligations and responsibilities of the design review Board. The Board discussed the possibility of election of other committees as well, though leaving appointment of the chairperson of each committee, including the Design Review Board, with the President, as is currently the practice. The Board tabled consideration of these proposals to the next meeting of Directors.

6. Street Lamps: The Board discussed the possibility of moving away from gas lamps with mantles. Although the Declaration of Protective Covenants provides for gas lamps, the Covenants do not specify the style of such lamps. The Board was open to consideration of other styles, provided that the style would be uniform across the neighborhood. The Board also considered whether a change in gas lamps should be approved by the Members at the annual Members meeting and how the cost of such a change would be paid. The Board discussed the possibility of a one-time assessment of \$50.00 per lot to cover the parts and labor associated with the change, perhaps also to be approved by the Members at the annual Members meeting.

V. NEXT SCHEDULED MEETING:

1. The next scheduled meeting of the Board of Directors is on April 7, 2009, at 8151 Stillwater Circle at 7:00.

VI. ADJOURNMENT:

1. The meeting was adjourned upon motion at approximately 8:07 p.m.

The Board of Directors of the Stillwater Homeowners Association, Inc.