

STONECROFT HOMEOWNERS ASSOCIATION
BOARD MEETING AGENDA - Q2, 2018

Call to Order

A quarterly Board meeting of the Stonecroft HOA was held on March 22,, 2018 at the Kisker Road Library. It began at 7:05 PM and was presided over by Tom Wilhelm, with Tony Centracchio as Secretary.

Attendees

Voting members in attendance included Tony Centracchio (Secretary), Jason Valvero (Treasurer), Tom Wilhelm (President)

Homeowners in attendance included Tory Gambino and Bob Stout

Reports

No subcommittee reports were presented to the Board.

Current Business

Budget Review - 11 homes are outstanding with their assessment; 2 have liens for prior delinquencies. City & Village will mail out past due notices. Late fees will be assessed 30 days after the due date. After 60 days, liens will be placed on outstanding accounts. This is the process that the Board has followed in past years. The Association has been running at a deficit for the past two fiscal years which has depleted the Association's reserve funds. Tony will add additional information to the website to further explain the increase in dues for 2018.

Taxes - Tom is working with Ed Small (accountant) to prepare 2017 taxes. The 2017 balance sheet will be posted to the website once it is available.

Proposed updates to front entrance - the Board discussed options for enhancements to the front entrance off Kisker Road. These enhancements include new lighting, landscaping, and updates to the interior of the guard shack. The Board reviewed a proposal from Green Thumb for landscaping services. Additional bids will be collected by Jason. The Board will review these proposals and select a contractor to begin work. The Board discussed lighting updates include the replacement of existing lights with energy efficient LED lights. Tom will collect bids and the Board will review these proposals and select a contractor to begin work. Finally, the Board discussed updates to the interior of the guard shack including finishing of the walls and installation of lighting. Tony will collect bids. All bids will be collected by April 15th. Tory Gambino (homeowner) expressed concerns about the lack of lighting on the front entrance median and proposed the installation of a light post. The Board expressed concerns with lighting adjacent to Kisker Road. Tory will follow up with the County to investigate.

Website Review - Tom mentioned that all prior Association documents have been digitized and uploaded to the website (<http://www.stonecroftsubdivision.com/archives.html>) for on-demand access by homeowners. The Board did discover inconsistencies in record retention including missing meeting minutes and blocks of missing records between 2013 - 2014.

New Business

Management Company - The Board recommended exploring the merits of hiring a full service management company. The Board spends a significant amount of time on HOA business due to an absence of standing committees and volunteers. Tony will collect bids and share with the Board at the next quarterly board meeting.

Expansion of Board and Committee Membership - Tom discussed the desire to solicit volunteers for an Architectural Committee to review architectural requests and to develop a standard protocol and list of criteria for reviewing requests. The Board will make another request for volunteers. Tom proposed that the Board mail out the next newsletter to all homeowners to encourage them to sign up for the online newsletter and visit the website to stay up-to-date on HOA business. To date, approximately 65 homes are registered for the online newsletter. Tony will draft the newsletter.

Formal inquiry into past board members' activities - The Board agreed to seek a legal opinion on common ground that was leased to prior Board members in 2004 and 2012. Tony will follow up to obtain a legal opinion which will be reviewed by the Board to determine next steps.

Violations - Tom shared a sample violation letter that was approved by the Board. This letter will be submitted to 24 homes who are in violation of Section X of the Indenture of Trust. Homeowners will have 30 days to address the violation(s) in accordance with the Indenture of Trust.

Motions

A motion to begin the collection process for outstanding assessments was seconded and carried.

A motion to seek a legal opinion on the leasing of common ground to past Board members was seconded and carried.

A motion to send out violation letters was seconded and carried.

Adjournment

Meeting adjourned at 8:30 pm. Next meeting is TBD.