

The Vineyards Townhomes at Stoneridge
February 21, 2023
ZOOM
Meeting Minutes

I. **Call to Order** - Renee Ball called the Management Committee Meeting to order at: 4:00 p.m.

II. **Roll Call/Introductions**

Marcy Davidson, Vice President
Debra Williams, Secretary
Connie Petz, Treasurer
Renee Ball, President

Guests present: Chris Baumgarner, Jack Matuska

III. **Approval of Last Meeting's Minutes** - All members said they reviewed the January 17, 2023 draft meeting minutes.

Motion by Connie Petz to approve the January 17, 2023 meeting minutes as final. Seconded by Debra Williams. All in Favor, Motion Passed.

TASK: Petz - Post Final minutes to HOA Express

IV. **Presentation of Reports**

A. Treasurer Report – The finance committee asked the CPA to amend the December 2022 and year end financials. They were reviewed by the M.C.

1. Motion by Marcy Davidson to approve the December 2022 Financials as Final. Seconded by Debra Williams. All in Favor, Motion Passed.

TASK: Petz - Publish financials to HOA Express

2. January Financials were reviewed.

Motion by Marcy Davidson to approve the January 2023 Financials as Final. Seconded by Debra Williams. All in Favor, Motion Passed.

TASK: Petz - Publish financials to HOA Express

Statement of Financial Position, Budget Year to Date, Monthly Budget are all that is to be published.

3. Allocation of funds to Savings - Per the revised annual budget, \$1773.00 to be transferred from Operating account to Flex Savings account monthly.

Per Marcy Davidson, transfer \$5000.00 to pay back to the Flex and transfer 1773.00 for both Jan & Feb 2023. From here forward, treasurer will make monthly transfers at the end of each month from Operating account to the Flex account.

Motion by Debra Williams to make the transfers. Seconded by Marcy Davidson. All in Favor, Motion Passed.

TASK: Petz - Complete the transfers

4. Discuss the expenses incurred for ONLINE payments of DUEs via Quickbooks. To date that expense \$59.80. The management committee discussed, either way, there is a cost to manage funds. We pay the CPA to deposit and record the dues or we pay the fee for the QuickBooks transfer. How can we continue to offer this option to Owners?

Connie Petz will work on a survey questionnaire for owners, first, the Management Committee will review it and then it will be sent out to all homeowners via HOA express.

Task: Petz - Create a survey

Committee Reports

5. Architectural Review Committee

- a. 24 Ironwood Storm door Request

Motion to approve ARC request from 24 Ironwood to install a Storm Door.

Motion by Debra

seconded by Marcy

All in favor. Motion Passed

Task: Williams will sign the ARC form, forward to Elys and provide final copy for historical records.

6. Finance Committee

Finance Committee recommends, AFTER the end of each quarter and after all bills have been paid M.C. transfer any extra and unspent funds to Flex savings account. This will help us build up our savings quicker.

A zoom account for VYHOA will benefit committees on all levels.

Motion by Connie Petz to get a ZOOM account for VYHOA. Seconded by Marcy Davidson. All in Favor, Motion Passed.

Task: Petz - Secure a ZOOM account for VYHOA

- a. Contract for Lawn 2023 – Nash and Son 2023 contract includes a 3 year fixed price, 6.5 acres, 24 weeks and a phrase for 30 day clause to cancel. A 3 year contract saves annual fee increases.

Motion by Debra Williams, Approve Lawn Maintenance contract for a 3 year term per contract as stated. Seconded by Marcy Davidson. All in favor. motion passed

Task: Petz will follow up, with formal approval to Chris Nash.

- b. Contract for Asphalt 2023

Jack Matuska worked with 3 companies for Asphalt Bids and asked for specific breakdowns on pricing. He provided an excel sheet comparing each bid for M.C. consideration.

Contract for Asphalt Repair, Sealing cracks only for Vineyards, the M.C. will not include Ironwood Dr in this project. A Letter to go to Nancy or committee about Ironwood.

Jack Matuska will inform Asphalt Pros that we will proceed, Connie Petz will work with Asphalt Pro on the formal contract portion.

Task: Petz - Put motion to approve Asphalt Pros for Seal Crack but NOT in Ironwood Dr. in OnBoard for M.C. vote.

- 7. Landscape Committee (Presenters: Debra Williams)

Draft a moratorium for any Plants in Common Grounds. Debra Williams will inform any residents who have been planting vegetables they will need to plant in their townhome common area.

Task: Williams to form any owners who plant anything on ANY common grounds that it is no longer allowed.

- 8. Legal Committee (Presenters: Renee Ball)

- a. Communication with Attorney started.
- b. Financial Responsibility RE: Ironwood Drive – we do not plan to accept responsibility for expenses on Ironwood Drive. This may take attorney action.
- c. Financial Responsibility with JMBCA RE: reimbursement to VYHOA for their share for irrigation, two letters have been sent and as of this meeting, still no response or reimbursement received.

Task: Petz - will continue to work with SPOA/JMBCA.

9. Maintenance Committee (Presenters: Renee Ball)
10. Rules Committee (Presenters: Renee Ball)
 - a. SHORT term rentals – SPOA rental rules must be met first.

V. Old Business

HOA Services/Repairs - Plan how to submit requests that fall on HOA. It was discussed that any forms submitted be moved to the appropriate committee chair so that it can be reviewed and handled by that committee.

- A. Culvert / Drainage V1 Resolution in process - Renee Ball stated Jack Matuska met with Steve Durbin and Brian Biaggi. Stoneridge Golf Course will take care of the culvert to divert the water and this should stop the drainage issues.
- B. Waste Management Repairs to VY1 Garbage Hut – Connie Petz stated WM had been contacted in November 2022 for damage to VY1 Garbage Hut. Their process is a claims adjustor will come, exam the damages, and write a check to VYHOA for repairs. Then VYHOA will hire our own repair person to do the work this spring 2023.
- C. Refund of builders deposit for VYIII via SPOA. Renee Ball said this is now resolved. SPOA has communicated with the builder regarding funds.

VI. New Business

- A. Spring Newsletter

Spring Newsletter will be provided via email along with the 2nd quarter dues reminder. We will only mail to the few folks who do not use email to keep postage and printing costs down.

VII. Open Forum (3 minutes limit) none

VIII. Schedule Next Meeting

Next meeting Tuesday March 21, 2023 4:00 pm to 5:30 pm

IX. Adjourn

On a motion by Marcy Davidson to adjourn the meeting, seconded by Debra Williams, All in favor, motion passed and meeting adjourned 5:30 p.m.