

September 1st, 2020 – Minutes

StoneBrooke HOA Board Meeting

September 1st, 2020

6:30 pm - Clubhouse

Call to order: 6:32 PM

- **Board members present:** Debbie Mocnik, Wade Richardson, Scott Hasting, Michael Fellwock, KaDe Buxton, Chris Major, Clint Briggs (*not in attendance*)
- **Contractors:** *Colby Henley w/ Green Country HOA*
- **Meeting format & objectives:**
 - **Guest topics & allocation into meeting** (*no guests in attendance*)

Officers reports:

President (Wade Richardson)

- Previous month's actions
 - Accept resignation of Clint Briggs (Grounds Manager) from board (Aug 12th). Debbie Mocnik commented that leaves 6 board members and no tying vote. Wade Richardson commented that rarely do we have vote that would require a tie breaker and based on the delayed Annual Meeting to establish the current board we only have 7 months remaining & can split up the Grounds Manager roles amongst the current board members and Green Country HOA. Divided Grounds Manager roles accordingly:
 - Ponds & Fountains: Debbie Mocnik
 - Lawns & Landscapes: Scott Hastings
 - Fall work day: Chris Major/Michael Fellwock
- Ponds and Fountains: Debbie, Wade, Clint Briggs & Curtis (Green Country HOA) met with pond vendor TurnPro to assess short & long-term pond, pumps & fountain maintenance costs.
- Wade spoke with our State Farm agent Justin on August 18th to get clarity of our Liability policy. Understood that we have a \$5k coverage for volunteer workers.
 - Not Workers Compensation insurance
 - Coverage only if injury occurred due to HOA gross negligence
 - Board has \$1MM Directors & Officers' coverage
- City of Tulsa
 - COT dumpsters left on Indian north of pool. Chris Major & Wade used them to dispose of the tree trimming left by the bridge. Other homeowners filled them up after that. Wade requested 2 for Fall work day.

- ADA ramps at 77th & Elwood entrance requested on July 31st via the COT 311 phone line.
 - Elwood from 71st to 81st is on the “improvement plan” list...timing coordinated with the Hwy 75 bridge project. Should include widening and sidewalks from 71st to 81st and include a major intersection widening of 81st & Elwood. Handouts provided.
- Executed minutes w/Debbie Mocnik from previous HOA board meetings this past month.
 - Covid based pool & clubhouse restricted use
 - Revised budget for remote clubhouse access
 - Stocking of ponds with small fish

Vice President (Scott Hastings)

- Review of the pond contract with TurnPro and didn't see any need for changes. Hasn't had any coordination yet with homeowner in regards to the tree trimming that has taken place. Needs to discuss the disposal of the debris going forward.

Treasurer (Debbie Mocnik)

- Anticipates a budget overage based on the extra pool/clubhouse expenses and the Covid measures taken. As well as the payment for materials and supplies paid for by Bruce Gardner on projects dating back to 2018 that had been delayed in submitting to previous boards.
- Distributed August 2020 P & L by email to board members and brief discussion.
- Pond 2 fountain replaced voted on by email for approval).
- Delinquent HOA dues are reduced down from eight to three.

Secretary (Michael Fellwock)

- August board meeting minutes approved and uploaded by website manager.

Chair / Consultant Reports:

Security / Alert Neighbors Coordinator (Michael Fellwock)

- Weekly Thursday night drive of the neighborhood with open garage doors has significantly decreased from 2-3 every Thursday to maybe 2-3 per month.
- One instance of car door checkers and were recorded on doorbell cameras. Three nights later possibly the same suspects came back and police called to drive the neighborhood.
- Need to access the monitor and system at the 81st Street guard shack.

Pool / Clubhouse / Playground / Basketball / Disc Golf Course Manager (Chris Major)

- Chris Major installed the Google Nest thermostat in the clubhouse for easier use for homeowners when using the clubhouse. The system can be remotely controlled by board members and GCHOA for cost savings.
- Chris suggested that he will organize the Fall work day volunteers into specific teams to address certain areas of concern.

Bylaws / Covenants Manger (KaDe Buxton)

- Coordinated with Green Country HOA to do a drive thru of the neighborhood and get a vendor's view of possible covenant violations as a base line for future actions. Reported 20 properties, only 9 required actual violation letters mailed out and those letters were reviewed for content prior to mailing.
- Properties undergoing interior or exterior construction or improvements are doing so with proper review and approvals. Follow-ups to occur on street, sidewalk and curbs conditions.
- Green Country HOA has presented a violations fee schedule based on their work with other neighborhoods around Tulsa. Review and board presentation to follow.

Architectural Committee Liaison (KaDe Buxton)

- Additional swimming pool installation requests have been made.
- Continued improvements on previous lot owner/builder's property.

Social Committee Chair (Michael Fellwock)

- Expressed concerns over any board originated events within the clubhouse due to Covid.
- Halloween events organized by Sandra Scharf should move all activities outside and board won't support a subsidy of a food truck as in years past.
- Will speak with organizers of Pics with Santa in regards if Santa is available this year and the possibility of fixed schedules of family times in the clubhouse.
- Will plan Social Committee planning session open to all homeowners for feedback on what events would the members like to have and how they can help support events.

Website Manager (Debbie Mocnik)

- Uploaded past board minutes

SWAT Team (Michael Fellwock)

- No new projects completed in August.
- Will be working with Chris Major on Fall Clean Up plans
- Requesting Bruce Gardner share some of the items that he feels needs attention with the whole board for full understanding and planning.

Green Country HOA (Curtis / Colby Henley - Consultants)

- Has been working with KaDe Buxton with covenant violations and fines schedule list.

Old Business (Carryover items from previous board):

- Debbie Mocnik discussed long range financial planning. The 2020 Budget and 5-year plan are on the website for review by new board members.
- Chris Majors noted that he had reviewed the long-range planning proposal from Reserve Advisors, as well as the long-range plan developed by previous SB president, Harry Gordon. Chris' opinion is that we do not need to spend money on an outside planning company, but rather, we can use HG's report as a base. Chris will coordinate this planning process and utilize Stonebrooke residents who have expertise in certain areas, to develop a long-range plan with associated costs. This long-range plan is critical in order to manage and maintain our vast common areas and structures.
- Debbie Mocnik will look into alternatives to deter the geese on the ponds between the eating of the grass and the excrement they leave behind. Suggested that we can purchase additional coyotes.
- Going forward-neighborhood projects
 - Partner with Green Country beforehand to determine options
 - Differentiation between contracted work & volunteer work
 - Board requested work vs homeowner-initiated work
 - Hourly rate (GC / Clint / Wade?)
 - Other
- **(WR)** New Light at 7843 S Houston Court was approved by the City in December 2019, and remains backlogged. The CoT does not have an installation date set. Wade following up quarterly

New Business:

(WR)

Board Communication

- Wade Richardson providing "State of the Hood" Letter from the President following the October board meeting.
- Wade working with Green Country HOA to create Homeowners e-mail database to be in place by the end of September.
 - Primary form of communication to residents going forward
 - GCHOA has 80% of homeowner's emails. Letter mailed requesting emails to build out the e-mail list too near 100%
- Debbie working with Green Country to create a SB HOA Board Facebook profile
 - Ability to communicate to the Stonebrooke Community Facebook page information about the neighborhood that isn't coming from a single board member's Facebook page to show official messages
- **CM)** Extend the open pool days. Chris Major had an inquiry if the pool would be open n September 12th the Saturday after Labor Day for a kid's pool birthday party. 2019's-board passed a 2-week extension. CM made the motion to extend the pool up to 2 additional weeks till

Sunday September 20th if the weather was good pool weather, closer earlier if not. Scott Hastings seconded the motion and passed.

- **(WR)** Discussion of sound attenuation carpet in the clubhouse. Curtis from Green Country HOA mentioned that future resealing of concrete floor would be more extensive. KaDe Buxton has started looking into commercial carpet squares that are stain resistant and damage squares can be easily replace. Future discussion and no action taken at this time.
- Proposed creation of a neighborhood directory offered by a homeowner
 - Compile list of homeowners/residents, address and contact information
 - Similar to a school or church directory to allow greater connection
 - Alert Neighbor Coordinator has a Gmail account with some homeowners submitted information that could be used for this project
 - Not enough support for measure, no further discussion at this time

- Fall work day -determine needs beforehand
 - Creeks, ponds, retaining walls & green belts
 - Clubhouse, pool, basketball court, playground
 - Determine Contractor vs SWAT / Bruce volunteer items)
 - Food trucks / follow-up event?
 - Large Roll-off Dumpsters
 - Other
 -

Adjourned 8:45 PM

Next Meeting: 6:30pm Tuesday, October 13th - Clubhouse

Respectfully submitted,

Michael Fellwock