**STONE CREEK HOA BOARD OF DIRECTORS MEETING**

**1 – AUGUST- 2023**

Meeting called to order at 4pm. Meeting conducted in Unit 308, Stone Creek.

Roll Call: in person attendees: Wil, Duke, Yvonne, Mike. Remote attendees on phone: Steve and Greg (former President).

**Action Items voted upon the Board**:

1. Election of Officers: President: Mike Bach

 Secretary/ Treasurer: Yvonne Egavian

1. Established Executive Committee to facilitate and decide association needs for projects under $10,000 needed between meetings. The committee consists of Mike Bach, Yvonne Egavian and Duke Dow. Two out of three members must approve emergency expenditures. All decisions taken are to be fully documented and communicated to full board by President as part of next Board Meeting to keep proper governance with regards to spending.

**Action Items requiring additional information to be reviewed at next meeting:**

1. Donna to provide Board overview on how current financial safeguards work.
2. On site resident agent (handy man) for Stone Creek. Mike Bach will write / circulate a job description in preparation for discussion with interested resident individual(s).
3. Current Projects led by Yvonne include:

Dryer Cleaning (due this year: service done every other year)

Chimney Cleaning/ Inspections (service done every year)

Pest Control (prairie dog problem)

1. Receipt of Thurston transition files/ notes to include:
2. Current vendor contract dates
3. Sewer line video
4. All other files returned to Stone Creek. Greg to provide lists of all outstanding projects.
5. Snow Removal for 2023-2024: Wil is leading vendor selection process:
6. SLA (Service Level Agreement) task identification
7. Initial interview of recommended snow removal company
8. Follow-up discussions with Vendors week of 21-August
9. Update of Rules/ Regulations, initial focus area surrounding Stone Creek Parking Lot.
	1. Board to consider enforcement measures for parking, hot tub and other common area violations.
	2. This will be key decision item at next Board meeting.
10. Rebuilding communication with homeowners will be a high priority as it was perceived as lacking under prior Property Manager.
	1. We will continue to invite Owners to listen in at Board Meetings and provide feedback on key topics.
11. Water Conservation Project, led by Steve:
12. Ideas to reduce water bill to Stone Creek association.
13. Determine buy/ rebuild on water backflow preventor estimates.
14. Stone Creek signage to be reviewed as soon as possible.
15. Sewer cleanout proposal/ next steps review
	1. Mechanical Systems to be reviewed and followed up with Steve.

Meeting adjourned at 6:20pm.

Yvonne Egavian

Secretary / Treasurer