

**Minutes of the Olde Stone Way
Executive Board Meeting on November 10, 2021**

Meeting Location: 94 Lexington Dr

Present: Colleen Frech, Joe Spear, Ron Lott, Richard Roberts, and Mary Lott

The meeting was called to order at 7 pm. The August 18, 2021 meeting minutes, which were shared in person at the meeting, were approved with one correction: dues had been changed to \$150/household after the Aug meeting prior to the Annual Meeting voting by mail.

Treasurer's Report (Colleen): Shared the 2021 operating income/expense report to date. Excess revenue of \$13K primarily due to no legal or sinkhole repair expenses this past year. The account balances as of 11/10/21 are \$39,410.72 in checking and \$53,534.41 in savings. All association 2021 dues have now been collected – none outstanding. Two initiation and 5 resale certificates were sent. Website (Sharp Innovations, Inc) was paid. Joe asked Colleen to clarify costs with initiation and resale certificates: \$150 and \$25 respectfully. Budget for 2022 was accepted by the association members via ballots.

Architectural Review Committee: Greg Bump reported to Colleen that he was following up with Mike Ross on the hot tub issue at 9 Windsor Way. Greg reported that all items under new business in Aug meeting were resolved. Joe and Rich will co-chair this committee in the new board. **Follow-up Action: Joe and Rich will meet with Greg to go over ARC guidelines.**

Board Positions/Succession Planning: The submission of ballots was used in lieu of the Annual in person meeting, which was cancelled due to the ongoing COVID 19 pandemic. Colleen reported that the proposed budget, the dues for 2022, and the election of Mary Lott to the board received unanimous approval. After counting all the returned ballots (95 of the 195 eligible), several names were submitted to fill the remaining two positions on the board. These were as follows: Ron Lott – 5 votes, Joe Spear – 4 votes, Neil Cummings – 2 votes, William Lavage – 1 vote, Jason Cleck – 1 vote. Thus, the two open positions will be filled by Ron Lott and Joe Spear. After discussion, the executive board voted the following and number of years to serve so that there is a staggering of members for future years: Colleen – Treasurer for 2 yrs, Mary – Secretary for 3 yrs, Ron – President for 1 yr., Rich – Co Chair ARC for 3 yrs, and Joe – Co Chair ARC for 2 yrs. Group discussed that all ARC recommendations and any letters going to homeowners need to be approved by all executive board members. The group filled out data needed for contact purposes. **Follow-up Action: Mary will send a letter to these 3 homeowners who were not elected to the board.**

Old Business:

Streetlight Repair on Early Lane: Colleen reported the lights were repaired.

Resodding of detention area and filling of hole in the basin area closest to Auburn and Lexington.

Colleen reported that The Greenskeeper, Olde Stone Way's lawn care contractor, was to finish the work this week.

Garbage Cans. Rich reported that previous board sent out letters to those homeowners not storing garbage cans according to our bylaws. All but two homeowners have complied with the request (subject to an audit to be performed this week). A second letter will be drafted to go out to these individuals noting a \$50 fine if garbage cans are not stored correctly. After discussion, the board also discussed future fines if association rules not followed the January meeting. **Follow-up Action: Mary will mail 2nd letter to violators after board review and approval; Board to review recommendations and next steps to take at Jan 2022 meeting.**

Olde Stone Way Entrance Sign. Rich reported that the stone facing on the sign is falling off; he is getting quotes for repairs. **Follow-up Action: Rich to get quotes for repair**

Verizon Conduits. **Follow-up Action:** Rich to follow-up with Verizon in capping off these conduits.

New Business:

Setting up future meetings of Executive Board: Bimonthly meetings on the 2nd Wed of the month at 7 pm rotating among board members (Jan, March, May, July, then Sept, Oct, Nov). Any homeowner in Olde Stone Way neighborhood is welcomed to attend. Issues between board meetings can be communicated via email and if needed an inperson meeting can be called.

January Letters to the Homeowners: The Dues and President letter to the homeowners was reviewed and wording corrections suggested. Dues are payable upon receipt of the letter with deadline April 1st before late fees would follow. **Follow-up Action: Mary and Colleen will send letters to homeowners in the beginning of January.**

Clarification of who is administrator of Neighborhood Facebook and OSW website. Colleen later confirmed that Meghan Kocuba on Augusta coordinates the neighborhood facebook. Ron recommended that only OSW board notices would use Facebook communication. The primary way for homeowners to talk about issues/problems is directly with a board members/board meeting. The OSW website is the official site for information on the association and is coordinated with Hung Nguyen.

Meeting adjourned at 8:30 pm

Respectfully submitted,

Mary Lott, Secretary