

# **Soapstone Cluster HOA BOD Meeting**

## **Agenda**

**Date:** Wednesday, December 17, 2025

**Time:** 7:00 PM – 8:10 PM

**Location:** Virtual Meeting (Microsoft Teams Link Provided Separately)

### **I. Call to Order (7:00 PM)**

- Roll Call and Determination of Quorum
- Confirmation of Agenda

### **II. Approval of Minutes (7:04 PM)**

Review and approval of the November 2025 Board of Directors Meeting Minutes.

### **III. Resident Open Forum (7:05 - 7:15 PM – Est. 10 min)**

This time is designated for residents to address the Board on items not covered in the current agenda.

**Note:** Residents are limited to 3 minutes per person. The Board will listen to concerns but may not provide an immediate response.

### **IV. Board Updates (7:15 - 8:00 PM - Est. 45 min)**

#### **Treasurer's Report:**

- Review of current financial statements
- Delinquencies
- Draft budget for FY27

#### **Invasive Species PRISM Grant:**

- Summary of November volunteer workday and updated match hours
- Planning for volunteer work in early 2026
- Communications plan

#### **Leaf Removal & Landscaping:**

- Status of December pickups and any weather-related adjustments
- Prepared an RFP and will distribute to potential Vendors

**Maintenance & Cluster Standards Procedures:**

- Resident comments received to date (comment window through Dec 31)
- Revisions in progress and timeline toward February Annual Meeting

**House Numbers Standards**

- Draft language prepared
- Board vote for approval

**Other Follow-Ups:**

- Review of action items carried over from November

**V. Adjournment (8:00 PM)**

Next Meeting Date: **Annual Meeting: Saturday at 10 am, February 21, 2026.** No Board meeting in January.