

SOAPSTONE HOA BOARD OF DIRECTORS MONTHLY MEETING MINUTES

Date: September 17, 2025

Called to Order: 7:03 PM

Board Quorum: Confirmed (Two out of three board members present)

Key Discussion Topics

Approval of Previous Minutes

- The July meeting minutes had been distributed to members in the August newsletter.
- A motion to approve the July meeting minutes was made, seconded by Jeff, and approved by the Board.

Community Repairs and Maintenance

- **Sidewalk and Asphalt Repairs:** The Board thanked residents for their patience during the recent sidewalk and asphalt repairs. The two projects were purposefully combined under a single contractor, which resulted in cost savings for the HOA.
- **Private Walk Repairs:** Sebila apologized for misinforming residents in the last meeting that the main contractor could also perform private walk repairs; this turned out to be inaccurate. Sebila has collected contact information for contractors used by neighbors for their private walks for residents who still need work done.
- **Trash Contract Renegotiation:** The Board was praised for successfully renegotiating the trash contract. The previous contract allowed the vendor to raise prices at any time. The new contract fixes the price for three years, which is estimated to save the HOA \$5,000 to \$6,000 annually.

Safety and Lighting

- **Stair Safety Lines:** A resident noted that the safety lines on community steps/stairs (specifically on Upper Wood Hollow/Softwind and Hearthstone) were not repainted during the recent asphalt and concrete work. This omission was noted as a safety issue. Historically, these lines were sometimes painted by a contractor and sometimes done as a neighborhood volunteer project.
- **Path Lighting:** Residents discussed the path areas (e.g., between Wood Hollow and Softwind, and near Hearthstone) being excessively dark at night.
 - Inexpensive solar path lights were previously used but wear out every couple of years.
 - The Board discussed getting new solar lights and replacing them periodically, as installing permanent, fixed lighting would be too costly and bright for adjacent houses.

Groundskeeping and Invasive Species

- **Work Day:** A community work day is scheduled for the upcoming Saturday.
- **Invasive Species (Japanese Stiltgrass):** The Board and residents discussed the heavy growth of an invasive grass (identified as Japanese Stiltgrass) in common areas, noting it is an annual that is easy to pull but spreads quickly.
- **Mulch:** A resident requested that some of the newly delivered mulch be saved for their property to help with a personal erosion problem.
- **Invasive Species Grant:** Sebila is looking into a grant to help finance efforts to deal with the invasive species.

Parking and Fire Lane Enforcement

- A resident raised concerns about cars and contractor vehicles illegally parking on the yellow-curbed fire lanes, emphasizing potential liability for the HOA if emergency vehicles are blocked.
- It was confirmed that the streets are private property, so county police do not enforce parking violations, but the Fire Department will push vehicles out of the way if necessary.
- Enforcement of parking violations, including towing, is the responsibility of the HOA. The Board needs to clarify the procedure for citing or towing.

Action items

<u>Item</u>	<u>Responsible Party</u>	<u>Description</u>
Groundskeeping	Adam	Send out details to residents regarding the Saturday work day.
Safety	Sebila	Share the collected list of neighbor-recommended contractors for private walk repairs with residents
Safety	Sebila / Adam	Discuss and implement a plan for repainting reflective safety lines on community steps/stairs (either by contractor or as a work day project) to address safety concerns.
Safety	Sebila / Board	Investigate purchasing and installing new, inexpensive solar path lights for dark areas like the path between Wood Hollow and Softwind.
Groundskeeping	Sebila	Continue to research the feasibility of applying for the invasive species grant.
Parking Enforcement	Sebila / Board	Determine the official HOA process for citing and/or towing vehicles illegally parked in yellow-curbed fire lanes.