

**Soapstone Cluster Homeowners Association
Board of Directors Monthly Meeting Minutes
April 16, 2025 at 7 pm**

Attendees: Sebila Raubacher, President
Jeff Davis, Treasurer
Adam Smith, Secretary
Debra Meyer, Member
John and Barbara Eppler, Members
Nick, Member
Rachele Hendricks-Sturrup, Member

The meeting was called to order by Sebila Raubacher, Cluster President and a quorum was established by determining that all three members of the Board of Directors (BOD) were present. There was no motion to approve meeting minutes from the last meeting because it was an annual meeting and therefore the motion to approve those will be at the next annual meeting.

The President gave a short summary of the last months activities of the board. This included several items most notably, meeting with BrightView to renew the annual landscaping contract, which was not on auto renewal due to an administrative error with BrightView. The contract is still within the budgeted amount for this fiscal year (FY). Another update is that the Board has filled an affidavit with the lawyers to bring a lawsuit against one Member who has not paid dues this past year. The President mentioned that the cluster website is now updated and that the first monthly newsletter was distributed via email as well as paper copies.

Members were updated that the Board also spoke to the GHA representative about how to operate and work with them most effectively. It was mentioned that their Contract expires/renews in January and the Board will consider potentially looking at other Management companies in the meantime, as this gives the new Board enough time to get used to their roles before having to change Management companies.

The Secretary updated the Members on the issue of a tree falling from RA property into cluster and residents properties. The Secretary has filed an insurance claim on both the tree removal costs as well as the cost of repairing the cinder block retaining wall that was damaged by the fallen tree. Rachele suggested the Board could potentially connect with some loggers or others in the industry who might take the tree for their own use and maybe not charge us as much for the tree removal. Others commented that there might not be enough interest for that because it is not a lot of wood.

The Members discussed rebuilding the damaged retaining wall with wood instead of cinder blocks, as that could save some money. Debra suggested we approach The Deck Hands for the retaining wall if it can be done with wood. The board also asked the landscaping company BrightView to provide a quote. All quotes will be shared with the insurance company through the claim, but no determination on whether these are covered yet.

A discussion was held around BrightView and whether they are doing a good job landscaping. The secretary did meet with BrightView and they did come back to do some additional work however Debra mentioned that it is not enough. There needs to be someone to collect limbs that fall down and then BrightView could pick those up. There is no longer a clean up committee so there is no resolution on how to get this done.

A general discussion on Finances was held with Debra only as the meeting was cut short. The new Treasurer and the new Board are getting used to the budget and financials and there was a review of the latest financial report to understand it better. There is a net income loss, however all the interest earned on the reserve capital was folded into the reserves also and Debra suggested part of that interest could be used for operating expenses. There was also a discussion on whether there could be a better Money Market account rate as our current MM rate is low but the bank advertised a higher rate. Debra informed the Board that a Financial Action Form needs to be filled out and signed to authorize any financial action to GHA.

Finally the Board discussed buying a Zoom or Google Meet license to be able to have meetings with Members that are not cut off after 1 hour. There are three options of which Microsoft Teams is the cheapest but Google Meet would be more integrated into the Google suite that the Board currently uses. The Board will review whether there is a budget to cover this expense.