

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.