

SOAPSTONE CLUSTER ASSOCIATION

Annual Meeting of the Members

February 21, 2026 – 10:00 a.m.

Held via Microsoft Teams

1. Call to Order

President Sebila Raubacher called the 2026 Annual Meeting of the Members of the Soapstone Cluster Association to order at approximately 10:02 a.m.

The President welcomed homeowners and thanked those who submitted ballots. The agenda for the meeting was outlined as follows:

- Establish quorum
 - Ratify the Fiscal Year 2027 Budget
 - Approve the March 2025 Annual Meeting minutes
 - Present a summary of 2025 accomplishments and 2026 priorities
 - Open the floor for homeowner comments and discussion
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2. Establishment of Quorum

Soapstone Cluster consists of 80 homes. Pursuant to the governing documents, representation of at least one-third (27 homes) is required to establish quorum.

A total of 32 ballots were received and certified.

Quorum was established, and the meeting proceeded.

3. Ratification of Fiscal Year 2027 Budget

The proposed Fiscal Year 2027 Budget was distributed to all homeowners in advance of the meeting.

Of the 32 ballots received:

- 31 voted in favor of the budget
- 0 voted to reject the budget
- 1 abstained or submitted no vote

Under the governing documents, the budget is ratified unless a majority of the membership votes to reject it.

Since no majority voted to reject the budget, the Fiscal Year 2027 Budget was ratified as distributed.

4. Approval of March 2025 Annual Meeting Minutes

The minutes of the March 2025 Annual Meeting were distributed with the annual meeting packet.

The President asked if there were any corrections to the minutes. None were offered.

A motion was made to approve the March 2025 Annual Meeting minutes as presented. The motion was seconded.

All in favor: Aye

Opposed: None

The March 2025 Annual Meeting minutes were approved.

5. 2025 Accomplishments

The President presented a summary of major accomplishments during 2025, including:

Capital & Infrastructure Improvements

- Full parking lot asphalt replacement (20-year reserve cycle project)
- Extensive sidewalk concrete replacement
- Construction of a patio pad behind a row of Hearthstone homes to improve trash staging safety
- Oversight of playground installation
- Installation of solar lighting along stair sidewalks

Tree Care & Environmental Stewardship

- Removal of damaged and hazardous trees

- Completion of a professional assessment of 124 cluster trees
- Securing grant funding for invasive species removal
- Organization of volunteer invasive vine removal efforts

Financial Management

- Cash-out of a long-standing 50-year annuity (no early withdrawal penalty incurred)
- Payment of associated taxes from annuity proceeds, as confirmed by the auditor
- Renegotiation of the trash contract, resulting in approximately \$600 per month in savings
- Continued investment of reserve funds in CDs during favorable interest rate conditions

Governance & Standards

- Update of house number standards (pending final DRB approval letter)
- Development and adoption of a formal Inspection Procedure by unanimous Board consent
- Submission of proposed fence stain color updates for review

Communication & Engagement

- Launch of the soapstonecluster.org domain
- Implementation of role-based Board email accounts
- Rebuilding and regular updating of the cluster website
- Distribution of consistent monthly newsletters
- Hosting of community events, including an ice cream social and playground gathering

6. 2026 Priorities

The Board shared preliminary priorities for the upcoming fiscal year, including:

- Development of a formal Investment Policy to guide reserve fund investment decisions and provide long-term governance structure.
 - Exploration of electronic voting options to improve homeowner participation, including review of governing document requirements and any necessary amendments.
 - Transition to a new landscaping contract following completion of the RFP process.
 - Continued proactive tree care planning and evaluation of erosion areas within the cluster.
 - Review and clarification of existing design standards, where needed.
 - Consideration of future community engagement events, including a potential spring BBQ.
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7. Homeowner Comments & Discussion

The floor was opened for homeowner comments and discussion.

Snow Removal

A homeowner raised concerns regarding snow stacking locations during the recent storm, particularly at the corner of Hearthstone where snow blocked parking spaces. The Board clarified that snow removal is performed by a separate contractor and acknowledged the concern. The Board agreed to review snow staging procedures prior to the next snow season.

Landscaping Services

Discussion occurred regarding project manager continuity and communication issues with the current landscaping contractor. The Board noted that an RFP process had been conducted and that contract negotiations were ongoing with a new vendor.

Wheelbarrow Condition

Residents noted that several cluster-owned wheelbarrows are rusted and unusable. The Board acknowledged the issue and agreed to review replacement options.

Visitor Parking & Pool Parking

Concerns were raised regarding pool visitors parking in cluster visitor spaces and walking across private side yards. The Board noted prior communication with the towing vendor and agreed to review signage and enforcement procedures.

Erosion Areas

Erosion in certain areas of the cluster was discussed. The Board indicated that grant opportunities may be available and that further evaluation would be conducted.

8. Adjournment

There being no further business, the Annual Meeting was adjourned.