

**March 13, 2018**

**Stillhouse Canyon Board Meeting Minutes – Monthly Meeting**

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**Attendees:**

Carolyn Wright	President
David Greene	Vice President
Marc Duchon	Secretary
Phil Rothblum	New Member
Seth Klempner	Member-at-Large
Mike Hill	Granite Properties

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Carolyn called the meeting to order at 6:36 pm.

The board nominated themselves for positions. Carolyn (President), David (VP), and Marc (Treasurer) nominated themselves unopposed. Seth and Phil both nominated themselves for member-at-large and the board voted for Seth. Phil will serve as the new Secretary.

The board received a notice drafted from the HOA attorney that the board will distribute at the mailboxes regarding the recent spate of package bombs as a courtesy to residents.

January board minutes distributed. Motion to approve minutes with some minor corrections seconded and approved.

**Owner Comments**

Alex T. from unit #235 updated the board via letter regarding the aggressive dog situation. Seth shared concerns about the dog still remaining a risk for attacking another dog. Carolyn suggested sending a reminder that the board has received reports of the owners not picking up after the dog and asking them to be vigilant in picking up after his pet. Mike will check with his vet professional regarding the muzzle situation and whether the muzzle can be confirmed to be satisfactory to protect from future bites.

Sandy Morris reported a dog off leash violation and not picking up after the dog from unit #216.

Phil reported a tree outside building 5 that needs trimming because of branches that are detached that may fall and damage a vehicle. The one branch in particular is urgent and requires removal—and the rest of the tree may require an evaluation regarding removing it completely.

**Old Business**

Building 16 has been walked several weeks ago, and the board is waiting on a complete proposal. The board has approved foundation repair for building 16.

Seth opened a discussion on the way in which the board evaluates building repair work. Mike explained the challenges involved in the unique building repair process for Stillhouse because of the way the building were built and maintained over the years. The current process is that Mike walks with board members to review, but may not be reviewing every single detail (each nail, each vent) or even necessarily each specific line item. David said that he would willing to do walk-throughs with each itemized proposal if available. Phil asked how to evaluate non-obvious repairs that may difficult to inspect. Seth offered the possibility to using drones to check roof repairs. Mike noted that most difficult-to-see repairs like roof repairs would usually be obvious (leaks, pests).

The board adopted a motion regarding building construction and repair work to 1) have Breehl Construction check off (initialize) line-items as they are completed so the board knows when they are done as well as before and after pictures be taken for each repair item, and 2) for the payment to be held until the board is satisfied the repairs are complete, and 3) the process for Breehl is to send Mike the deliverables and the board will have three business days to review the work. The board will review the check list and photos and approve or advise Mike that additional repairs are needed.

Regarding the pool: Mike has verbally asked the city for written acceptance regarding the repairs so the pool can be opened.

Scheduled structural repairs: Mike suggested that the structural repairs that have been done on building 15 and will be done on building 16 will ensure that no future structural repair work will need to be done in the future.

Seth brought up the water leaks reported at the annual meeting—it turned out none of the leaks mentioned were valid; they were not active leaks and had been resolved in the past.

Carolyn brought up the lighting replacement and replace the outside lights with LEDs and new lamps. Mike has received new costing and lumen equivalent information regarding a particular configuration that he will share with David and the board. The next step is to install a single unit for the board to review and can vote on during the next meeting.

<b>New Business</b>
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Approval of actions taken since the last board meeting: 1. Motion and approval for \$2588.17 for materials and labor to change the locks and door closures for the clubhouse. 2. Quality Foundation Repair for bldgs. #15 (\$4,670) & #16 (\$6,980). 3. The board also sent a letter to Alex T. regarding the dog situation.

Phil brought up the matter of making motions that are unscheduled and handled via email where some members may not even have an opportunity to vote before they are even aware that a motion exists.

Phil moved that the board should have a minimum of 24 hours between notification and when voting commences. The motion failed to be seconded and died. Phil moved that the board should have a minimum of 12 hours between notification and when voting commences. The motion failed to be seconded and died.

<b>Manager's Report</b>
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February 2018 Total Income:	\$37,306.02
February 2018 Operating Expenses:	\$39,165.59
February 2018 Non-Operating Expenses:	\$0.00

For February 2018, the association had the following summary of accounts:

Operating Account Balance:	\$2,664.95
Money Market Fund Balance:	\$220,419.14
Total:	\$223,084.09

Expenses were slightly above budget and the HOA contributed \$12,000 to the reserves. Accounts receivable are very low.

Mike reminded the board about the algae growth from last year and when it was inspected this year, discovered the stabilizer content of the water was extremely high (which holds the chlorine together and makes it less effective over time). One solution is to drain halfway and refill, but that's expensive. The preferred way is to get off the chlorine tablets to a new chlorination process that uses a new stabilizer. The downside is the investment: \$1,479 to swap out the chlorination equipment. Benefits include better algae control because the algaecide becomes more effective, better for pool materials like plaster. Seth asked what happens to the existing water/stabilizer. Phil asked if there are other vendors for chlorination vendors.

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The meeting was adjourned at 8:36 pm.