

**Minutes**  
**STILLHOUSE CANYON CONDOMINIUMS BOARD MEETING**  
**April 14, 2020**  
**6:00 pm**

1. Call to order

Note: meeting conducted over Zoom due to Austin 'Stay at Home Orders'

a. Attendees:

- |      |                |                    |
|------|----------------|--------------------|
| i.   | Carolyn Wright | President          |
| ii.  | David Greene   | Vice President     |
| iii. | Marc Duchon    | Treasurer          |
| iv.  | Phil Rothblum  | Secretary          |
| v.   | Seth Klempner  | Member at large    |
| vi.  | Mike Hill      | Granite Properties |

b. Carolyn called the meeting to order at 6:00 pm

2. Reading and Approval of the March board meeting minutes

- a. Minutes were not available at the meeting. Mike will send them out for review. Approval to be done by email.

3. Owner Comments/Recommendations

- a. None

4. Old Business

a. Election of officers for 2020

- i. Carolyn Wright tendered her resignation as board president effective after the May board meeting because she is moving to San Antonio.
- ii. There was no discussion regarding officer positions for the board in light of this change.

b. Building 5 repairs

- i. Received quote from J.E. Services for \$37,740 for repairs
- ii. Motion to authorize repairs, including use of Hardyboard, passed

c. Solar Attic Fan

- i. Mike viewed the installation and found no problems with how it was done but the homeowner did not get board approval. Mike will send a letter to Unit 248 reminding them to get board approval for future architectural changes.

d. Electric instant hot water heaters

- i. Although the board authorized \$2000 to hire an electrical expert to evaluate their use, the evaluation was delayed while Mike continued to investigate the situation.

e. Recycling bin

- i. Mike will request a placard identifying what material is recyclable which will be placed on the bins per a homeowner request at the annual meeting.

f. Board to consider adopting a 'Code of Ethics'

- i. Mike sent Carolyn The Code of Ethics adopted at Neely's
- ii. Carolyn will send it to the board via email for consideration

- g. Railings
  - i. Farmer's was asked for a delay to the start of construction until after the Austin 'Stay at Home' order had been lifted.
  - ii. Invoices for the special assessment are scheduled to be sent out in June.
  - iii. The due date of Aug 1 was not changed.
- h. Diana Smith smoking issue
  - i. Carolyn and Mike met with Diana Smith to discuss the fines.
    - 1. She claims that:
      - a. She did not receive notices
      - b. She has not been smoking since March 13
      - c. She is complying with all previously agreed on arrangements
      - d. That she only smokes in her car and drives off the property to do so.
      - e. That she doesn't know why the neighbors are complaining.
    - 2. She agreed:
      - a. To pay the existing \$300 fine
      - b. That she won't smoke in the unit or on the balcony
      - c. That she will clean the balcony
      - d. That she has until April 20 to comply.
  - ii. Complaints lodged against her between April 13 and April 20 will not incur further fines
  - iii. Connie will send a letter with the goal of informing her of the severity of the situation. The letter will contain notice of injunctions and doubling of fines for each occurrence.

## 5. New Business

- a. Actions taken by email
  - i. March 11
    - 1. A motion to approve a sunscreen for Sandy Morris Unit 240 passed.
    - 2. Votes: Carolyn, Seth, David
  - ii. March 24
    - 1. A motion to proceed with sealing to unit 161 using JE Services passed.
    - 2. Votes: Carolyn, Phil, Seth
  - iii. April 1
    - 1. Carolyn (on behalf of the board) authorized a \$200 fine to Diana Smith for violation of non-smoking agreement
  - iv. April 13
    - 1. A motion to approve \$7500 in repairs to the drainage lines from Unit 129 passed. Votes: Carolyn, Phil, Seth
- b. Water Drain Line blockage
  - i. Discussed whether to preemptively use cameras to inspect all the drain lines on the property for blockage. This would give the board and homeowner time to adequately plan for repairs vs. doing emergency calls.
  - ii. There is no expected positive ROI. A rooted line would still have to be dug up and replaced. Some savings might be incurred by not paying emergency fees but not sure those fees would offset the cost of the inspection.
  - iii. Mike to get a quote for inspecting the entire property and a quote for inspection of individual buildings.
- c. Gate code rule
  - i. A proposed gate code rule regarding publishing of gate codes was sent to Connie for comments.

- d. Granite Properties contract
  - i. The contract was signed and delivered to Granite, effective Jan 1. This is a 5 year contract with a 60 day cancellation clause.
- e. Property Insurance renewal
  - i. Waiting for an invoice for 2020 insurance. No significant premium increase is expected.

6. Manager's Report

March 2020	Total Income:	\$ 47,919.17
March 2020	Operating Expenses:	\$ 47,305.09
March 2020	Non-Operating Expenses:	\$ 2,050.00

For March, 2020, the association had the following summary of accounts:

Operating Account Balance:	\$	2,538.16
Money Market Fund Balance:	\$	244,197.84
Total:	\$	244,736.00

7. Adjournment

Meeting adjourned at 8:00