

FIELDSTONE OWNERS ASSOCIATION

Board of Directors Meeting

Meeting Minutes

May 4, 2024 at Murphys Library 11:00 AM and by Zoom

MINUTES

PHYSICAL MEETING LOCATION: Murphys Library upstairs

Meeting Called to Order at 11:00 AM

Board Attendance Jeff Muscatine, Elisa Garin, Abigail Padou and Carolyn Petersen, Denise Summersett – (11:10)

Approval of Minutes

The board unanimously approved of the following:

- 3.23.24 board minutes (see attached). **M/S/A: JM/CP/ all w/o DS**

OPEN FORUM

- This is an opportunity for owners to comment or ask questions

BOARD ACTIONS

- The board unanimously approved the March financials (see attached)
M/S/A: EG/CP/A
- Expenditures Requiring Board Approval:
 - The Board unanimously approved NTE \$600 for landscape drain repairs and replacements. T&M total for two drain rock basins, 34 plastic grates, one short length of drainpipe. (Reserve expense code 18000)
M/S/A: AP/EG/A
 - The Board unanimously approved \$700 for initial season supplies of pool chemicals and miscellaneous. Up to this amount pre-approved as a running expense within budget. Further expense TBD. (6340 pool supplies)
M/S/A: DS/AP/A
 - The Board unanimously approved NTE \$100 to replace broken fence boards at Bret Harte gate to propane enclosure (prelim est. \$30 boards, \$70 labor). (6221 landscape repair) **M/S/A: AP/DS/A**

- The Board unanimously approved NTE \$2,500 for 15 irrigation timers, parts, and labor. This will complete site wide timer replacement. Est \$200 cable, \$750 labor, timers tbd (@min cost \$1,200). (Reserve expense code 18000)

M/S/A: DS/JM/A

- **Other Actions**

- After considering a homeowner request to hire an arborist for \$300 to inspect a diseased tree at 123, the board requested that Jeff and Denise confer with the landscaper re options
- The board unanimously approved moving funds from Operating to Reserve, reflecting the incoming special assessment funds: move \$31,000 for March and \$25,000 for May (in addition to regular monthly transfers of \$8,107); and with the above funds moved to Reserve
- the Board unanimously approved moving \$150k from the Reserve money market fund to purchase a new \$150k CD
- the Board unanimously approved adding \$5,600 to the current operating budget in line 6221 (landscape general) as planned from incoming special assessment funds for tree trimming
- the Board unanimously approved earmarking \$3,600 as a “cushion” in the operating checking account as planned from incoming special assessment funds (this is not a budget line item or increase; it is to permit easier cash flow with prompt bill payments)

All of above **M/S/D: JM/AP/A**

STATUS REPORTS/DISCUSSION ITEMS

- President’s report
 - Cal-Pro warranty claim work (repairs and paint) scheduled to begin 5/6/24
 - Browning reserve study status pending Browning site inspection schedule. Jeff to pursue roof inspection vendor
 - Tree work completed within approved operating budget
 - Highway 4 trees – met with PG&E arborist, Caltrans/PG&E proposal pending. Working to find or install a shutoff valve for the water line(s) along the wall
 - Landscaping: Board wishes to discuss prior to Fall planting season the options re replacing three trees lost due to storm damage (island, 249, 277)
 - Water leak showing at common meter by pool – apparently stopped
 - Jeff will investigate a potential concrete repair option: polyurethane foam injection for leveling displaced slabs. Renewing concrete vendor search

- Will repair damage to wooden gate at propane enclosure and do some cleanup (see expenditure repair item) vegetation cleanup by Campora
- Treasurer's report
 - Monthly update
 - Special assessment status: all \$ in now, with one payment plan approved. The other Board members thanked Elisa for a successful collection effort
 - Issues re delinquencies: late fee policy to be enforced per agreement of Board
 - Plan ahead for next special assessment installment due 9/2/24
 - Bookkeeping cost concerns: Jeff requested to discuss expectations, status, and how billables work with EPA, to review our own process, and establish long-awaited YTD actual vs budget report
- Secretary's report
 - Status of annual distribution of required reports and notices: most done, balance pending
- Steps to open the pool (see expenditure item above re chems and supplies)
 - Responsibilities for pool service liaison: Denise. The Board agreed it is still desirable to find a better service vendor. Longstanding concern.
 - Monitoring, status of purchased wireless monitor: the Board agreed that if the newest one is not working out, discard this approach
 - Janitorial: Denise will discuss engagement with a resident who does housecleaning. To include chem monitoring on cleaning days
 - New signage/key board: Abigail and Denise proceeding
 - County inspection status: permit paid and received, inspection TBD pending pool readiness
 - Volunteer support needed for monitoring and periodic checks and tasks, (Scarlett 205 offered to help)
 - Date set for pool opening: May 24
- Roof gutters: next steps re repairs (originally estimated March 2023 at 237, 249, 225, 209, 205, 193, 167, 159, 155, 141, 293. Additional locations identified at 105,116,141, 293, 308, 362.) Previous estimate 3/28/23 for \$2,380 from Scott's Rain Gutter (attached to 2/24/24 agenda). Denise is trying to contact Scott to ask if bid stands, and get other vendor estimates for all locations
- Noted: these are continued items held for future agendas

- Concrete work – continue vendor search
- Search for T&M painting contractor for ongoing painting and repairs following CalPro warranty work
- Next agenda: consider rescinding unnecessary bbq/firepit rules
- Dropped: ~~new pool rules~~. Process already completed

Next board meeting date June 14 – 5PM – Fieldstone Pool

Adjournment 1:57 M/S/D: DS/JM/A