

FIELDSTONE OWNERS ASSOCIATION

Board of Directors Meeting

Minutes

November 23, 2024 at Murphys library, 11:00 am

PHYSICAL MEETING LOCATION: upstairs at Murphys library

ZOOM DETAILS:

AGENDA

Meeting Called to Order 11:00 a.m.

Board Attendance Elisa Garin, Jeff Muscatine, Abigail Padou, Carolyn Peterson, Denise Summersett

Approval of Minutes

The Board approved of the following:

- 10/18/24 Board minutes (see attached). **M/S/A: CP/AP/all**

OPEN FORUM

Homeowners raised questions about priorities for concrete repairs and dry rot/painting. There is an established concrete work list, with trip hazards to be done first. The painting contractor will do repairs and painting on a worst/first basis. The Board wants to find and fix what needs doing.

BOARD ACTIONS

- The Board accepted the October financials (see Treasurer's report)
- Expenditures Requiring Board Approval:
 - The board considered expenditures previously put on hold
 - The Board will **defer** to the next meeting consideration of 142 roof and leak damage repairs pending an agreement with the 142 homeowners to reconcile status due to missing documents re previous skylight installation and establish mutual responsibilities [expenses would be \$550 for Bolin Roofing (7050 maintenance and repair) and \$450 for Aces Fine Finishes]. **M/S/A: DS/AP/all**
 - The Board approved \$6,600 for Aces Fine Finishes (Tom Woodburn) to clean, do minor repairs, and restrain all of the exposed wood structures at the pool (gazebo columns, pergola, entrance arbor, building fascia). (Reserve 030150

pool arbor stain.) Specific request of board that they not work in the rain. Completed by 5/31/25. **M/S/A: AP/CP/all**

- The Board approved a T&M agreement NTE \$25,000 with Tom Woodburn (Aces Fine Finishes) to do a first phase of carpentry repair and painting exteriors as needed site wide (excluding stucco and metal). Labor rate is \$65/hour. Work to be complete by 5/31/25. (Reserve 03100 surface restoration, 04690 wood railings) **M/S/A: DS/AP/all.**
- The Board approved a T&M agreement NTE \$50,000 with Leonardo Torres (TorresWorks) to repair and grind all concrete as needed site wide per the established concrete repair list. Current estimate is \$42,000 for labor (\$70/hour), materials, disposables (e.g. tool blades) and dump fees. (Reserve 020200 sidewalks, curbs, and gutters; 020300 driveways). Grinding of either/both edges of displaced joints at walkways/sidewalks is approved (walkways are not normally maintained by the Association). Work to be complete by 5/31/25. **M/S/A: AP/CP/all**
- The Board approved the next phase of new roofs by Tom Bolin Roofing for three buildings (coordination of priority list pending with contractor) NTE \$125,000. **M/S/A: AP/CP/all**
- The Board **deferred** action on two painting estimates received (nominally requested for informational purposes):
 - Pool “wrought iron” fence (203’ incl. gate) prep and apply electrostatic paint. Woodburn est. \$3,400, Cesario est. \$3,500. See attached.
 - Porch metal handrails (16 to 19, TBD) prep and apply electrostatic paint. Woodburn est. \$150 per handrail (both sides) when all done at one time. \$2,400- \$2,850.

- **Other Actions**

- The Board agreed that Abigail will handle the required filing of info report on all Board directors per FinCen Corporate Transparency Act (CTA). Report due 1/1/2025. See <https://www.davis-stirling.com/HOME/C/Corporate-Transparency>.

STATUS REPORTS/DISCUSSION ITEMS

- President’s report
 - 2025 reserve study updates given to Browning for “final” 2025 reserve study draft. Board is reviewing the final draft and will bring to agenda for discussion and approval. This will tie with the 2025 budget process. A homeowners’ discussion with Bob Browning will be set

- Roofs and gutters project start proceeded well; first phase completed with three buildings: 105/119, 193/205, 225/233
 - Painting and repairs: Cal-Pro paint warranty **work done**
 - Landscaping update notes: site walk done to check status and begin to make Winter and 2025 priorities and recommendations re damaged plants, replacement of aged-out plants, fertilizing program, 2025 recommendations to replace unrepairable underground water lines with surface lines and area emitters. (Large supply of solid and perf ½” lines and connectors is on hand.)
 - Drain repairs/replacements **completed**
 - (No update) Highway 4 trees: PG&E got their act together and communication with all parties seems good. Pending Caltrans to do stump grinding and final cleanup. Then we will survey with landscaper to determine immediate needs to maintain/improve remaining plantings and future options
- Vice President’s report
 - Status of update and clarifications of plant guide and unofficial list of plants at Fieldstone – work is pending
 - Status of website catchup and new content (supporting Secretary) – work begun
- Treasurer’s report
 - Monthly update: reports and October Edward Jones statement
 - Status of search for new CPA to do taxes and annual review (Paula Hegner has scaled back her practice): the Board approved engaging Levy, Erlanger & Company, LLP, CPAs. **M/S/A: EG/AP/all**
 - 2025 budget process beginning, plan for proposed budget discussion to be the focus of the next agenda.
 - Completed a set response for realtor information request (now this is three forms), plus escrow company request (one form), which will be useful as future requests come in
- Secretary’s report
 - Note deadline for 2025 budget prep and approval is nominally by 30 days before year end
 - Timeline for 2025 election and annual members’ meeting: date set for Saturday, Feb. 15, 2025 at 10:00 a.m. Location TBD. Call for candidates mailed 11/6/24, nominations due 12/8/24

- Status of insurance renewal: November premium paid for new policy, request for alternate quotes in process (Elisa, Abigail)
- Social Committee report
 - Successful Halloween event 10/26/24
- Noted: these are continued items held for future agendas
 - Bret Harte weeds: third request for County info on what area they cover along roadway
 - Bret Harte No Parking signage by fire gate: third request to County to restore missing sign
 - Consider if further work will be done to investigate suggested installation of speed bumps and/or signage and/or other devices to calm vehicle speeds on Fieldstone Dr. (Note in 9/20/24 Open Forum a homeowner underscored interest in considering this)
 - Status of annual distribution of required reports and notices
 - Consider having a finance committee

Next Board meeting date 12/4/24 12:30 p.m. at Murphys Library

Adjournment 12:45 p.m. **M/S/A: DS/AP/all**