

FIELDSTONE OWNERS ASSOCIATION  
Board of Directors Meeting  
Meeting Agenda  
**April 1, 2023 at 2:00pm**

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- **PHYSICAL MEETING LOCATION:** Upstairs at the Murphys Library
- **ZOOM DETAILS:**  
<https://us02web.zoom.us/j/82391884678?pwd=b2x0YzhWc2FpUkxFN3BJN0xqWIBRZz09>  
Meeting ID: 823 9188 4678    Passcode: 951499  
One tap mobile  
+16699006833,,82391884678#,,,,\*951499# US (San Jose)  
Dial by phone +1 669 900 6833    Meeting ID: 823 9188 4678    Passcode: 951499

**AGENDA**

1. **Meeting Called to Order**
2. **Board Attendance**
3. **Minutes**
  - a. The board will consider approving the 2/17/23 meeting minutes
  - b. The board will consider approving the 3/4/23 meeting minutes
4. **Status Reports:**
  - a. President's report: report on Executive Session meeting, summary of transition following CAMS' resignation. Includes item b below -- Jeff
  - b. Summary of 3/13/23 emergency executive session meeting – Jeff
  - c. Summary of 4/1/23 executive session meeting – Jeff
  - d. Getting a proposal for sidewalk and driveway repairs - Abigail
  - e. Getting clarification from Hulises regarding his estimate for the removal of two tree stumps and exposed roots at Unit 220 – Denise
  - f. Update on walkthrough with Scotts Rain Gutter Service regarding gutter work at Units 237, 293 and back gutters at 225, 159- Denise
  - g. Gathering information to open a warranty claim against Cal-Pro: identify areas of failing paint and comparison of 2019 vs. 2022 inspection reports for Unit 209. Assess Units 237, 155, 159, 167 & 221 vs. 2019 inspection reports. – John and Denise
  - h. Report on selling inventory of irrigation materials from the suspended project – Jeff
  - i. Collecting pool keys from Steve Soper – John
  - j. Updating on email address and mailbox for the board – Abigail
  - k. Updating on consolidating the Dues Account and Operating Account into one Operating Account at US Bank, and closing all accounts at Pacific Western Bank – Elisa
  - l. Update on 2021 and 2022 Tax Returns - Elisa
  - m. Updating on evaluating alternative pool service companies - Denise
  - n. Update on obtaining recommendations and estimates for asphalt repair - Jeff
  - o. Update on parking rules reminder notice - Denise
  - p. Update on reviewing the pool rules and pool access – Denise and Abigail

- q. Update on next priorities for landscaping work and requests for expense approvals (listed in Proposed Board Actions), with options to save money by directly acquiring irrigation timers and topsoil – Denise and Jeff

**5. Proposed Board Actions:**

- a. The board will consider appointing Denise Summersett as Vice President to the board. - Jeff
- b. The board will consider hiring a new bookkeeper at a cost not to exceed \$350/month – Elisa
- c. The board will consider making a PGE payment of \$36.42. Emergency expense. Check # 108 – Elisa
- d. The board will consider a payment to UPUD of \$102.82. The paperwork for Auto-Debit has been submitted and will go into effect with the next billing cycle at the end of April – Elisa
- e. The board will consider monthly payments for the remainder of 2023, not to exceed - Elisa
- PGE: \$166.67
  - UPUD: \$100.00
  - Hulises Avila: \$1,950.00
  - Calaveras Pool Service: \$375.00
  - Campora Propane: \$333.33
  - Murphys Sanitary District: \$62.50
  - Farmers Insurance: \$8,420.00 biannually
- f. The board will consider an expense of \$1,100 to replace six broken irrigation timers with five new ones (one combo for two addresses). Labor and materials except timers estimate \$650. Direct purchase of five timers (saves \$50 per timer) estimate \$450. - Denise and Jeff
- g. The board will consider an expense of \$2,300 to survey all downspout lateral drains site wide, clear all blockages as possible, and prepare a proposal of work and materials required to replace the drains with improved drain line as needed. Includes emergency work already done at two units. -- Jeff
- h. The board will consider a request to reimburse Jeff Muscatine \$280.44 for expenses incurred to open the US Bank account, correspond with CAMS, and rent the Watering Hole room for the annual meeting – Jeff
- i. The board will consider reimbursement to Jeff Muscatine of \$75 to help defray the cost of two round trips (400 miles) to Sacramento to pick up 4 boxes of HOA documents and checkbooks. - Denise
- j. The board will consider a request to reimburse Abigail \$338.95 for new mailbox keys, website hosting, CA Statement of Information and CID filing, and postage for mailing the dues letter to all owners -- Abigail
- k. The board will consider issuing a check to Denise Summersett, previously approved (1/7/23), in the amount of \$408.40. (Plants for 137) not issued by CAMS as directed. – Denise

- l. The board will consider reissuing a check to John Corona in the amount of \$329.01, because the original check did not clear before the Pacific Western Bank account was closed. – John
- m. The board will consider authorizing tree trimming in the amount of \$4,860. - Denise
- n. The board will consider authorizing the expense of up to \$2,000 for bulk topsoil to save material costs for anticipated landscape renovations. Recent vendor costs have run up to \$250 per unit for several cubic feet of soil, equivalent to \$270 per cubic yard. Bulk purchase is estimated to provide 10 to 20 cubic yards for \$50 to \$100 per cubic yard.
- o. The board will consider the potential need for administrative rules clarifying the appropriate means of communication for association business and community affairs through the association website, email distribution, mail distribution, the bulletin board, and the unofficial Google group -- Jeff

**6. Open Forum**

**7. Adjournment**