

**FIELDSTONE OWNERS' ASSOCIATION**  
**APPROVED**  
**Minutes of the Monthly Meeting of the Board of Directors**  
**April 6, 2018**  
**9:00 AM**

**Location of Meeting:**

Pool/Patio Area  
344 Fieldstone Drive  
Murphys, CA 95247

**Present at Meeting:** Cathy Stroup, Kimberli Smith, Elisa Garin, Jon Bratten, Don Padou  
Regrets: N/A

The regular meeting of the Board of Directors of the Fieldstone Homeowners Association was called to order at 9:04 am on Friday, April 6, 2018 by President, Cathy Stroup .

**I. Review of the Previous Minutes**

A signup sheet and the agenda were distributed. The draft minutes of the February 12, 2018 meeting were reviewed and unanimously approved. Motion to approve: Kimberli , 2<sup>nd</sup> Jon which carried 5-0.

**II. Reports**

Officers:

1. President: Cathy Stroup introduced the new board members and her expectations of the new and old members.
2. Vice President: Kimberli Smith had no specific information to report.
3. Secretary: Elisa Garin introduced and circulated a sign-in sheet which should help preserve oral content and identify meeting attendees.
4. Treasurer: Jon Bratten reported that the treasurer's reports are available on the website and everyone is welcome to contact him if they have questions or concerns. Cathy asked whether we had any outstanding debts by homeowners this month. Jon reported that there were a few small amounts associated with the increase in monthly dues levied in January. He was asked if we send reminder notices. He answered no, that reminders are handled in an informal manner in which residents in the rears are called periodically by telephone to clear up outstanding amounts.

Committees:

1. Pool: Chairman, Kimberli Smith reported that the committee has a full complement of volunteers and is anticipating the opening of the pool for the summer season. She is meeting with Brady Fehr, Xclusive Pool Service to prepare for the opening with a target date of around May 1. Contact Kim for new or replacement badges and rec. keys. The committee can always use additional help.
2. Communications: Chairman, Abigail Padou. Handout provided inviting volunteers to join the committee.
3. Landscape: Chairman, Elisa Garin. Mary Radford reported on a request by Steve Soper to replace and replant a number of shrubs and trees in bare spots throughout the subdivision. This same request was presented last year and denied. This year it had not been sent through the landscape committee so it needed to be reviewed before presentation at a future meeting. Board reminded that this is the ideal time of year for planting.

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4. Welcome Process: Carolyn Ancil offered to serve as the Board agent to welcome new residents with help from Jon Bratten. No vote was taken.

**III. Consideration of Open Issues**

Old Business:

- a. Aces Painting: \$5,000.00 budgeted for recent porch painting. Company discovered a number of additional issues such as swollen or cracked woodwork that needed repair. Contractor requesting an additional \$1,380.00 for the repairs. Motion amended to have the money be drawn from the reserve fund. Jon Bratten motioned that we allocate additional funds from the reserve account. Don Padou seconded the motion. Vote: Kimberli-yes, Jon-yes, Elisa-yes, Don-yes, Cathy-yes
- b. Travelers Insurance reimbursement check (Unit 327): Board received a check from the insurance company for work done on the slab and plumbing for this unit. Homeowner paid for the work and is asking for reimbursement. Kimberli Smith motioned that the homeowner be given the amount of the reimbursement check. Elisa Garin seconded the motion. Vote: Kimberli-yes, Jon-yes, Elisa-yes, Don-no, Cathy-abstained

2. New Business:

- a. a. We are currently storing a number of paper files in cardboard boxes in a shed behind the pool house where they can get wet. Request for \$200.00 for plastic containers. Don reports that there is a file cabinet inside the pool house that could be used. Request reduced to \$30.00 for file folders and other organizational supplies. Kimberli Smith motioned that we allocate funds for the purchase of the materials. Elisa Garin seconded the motion. Vote: Kimberli-yes, Jon-yes, Elisa-yes, Don-yes, Cathy-yes
- b. Prices for a hand-held meeting recording device were presented. The prices vary from \$30.00-70.00. Elisa made a motion to expend not more than \$50.00 on a recording device for the Board Secretary. Kimberli seconded the motion. Vote: Kimberli-yes, Jon-yes, Elisa-yes, Don-yes, Cathy-yes
- c. The landscape contractor, Sea Magic, recommends the removal of two trees and volunteer growth at units 146 and 174 because they are diseased and dying. Kimberli Smith motioned that we allocate up to \$200.00 in funds for the work. Jon Bratten seconded the motion. Vote: Kimberli-yes, Jon-yes, Elisa-yes, Don-yes, Cathy-yes
- d. A bid for \$1,488.00 was submitted for exterior repairs on unit 269 found during a real estate transfer/pest inspection. Mary Radford reminded the Board that some pest control contractors only bid for repairs but not painting. Painting companies like Aces provide the repair as part of their paint prep bid. Jon Bratten motioned that we allocate up to \$1,500.00 in funds from the reserve fund for the work. Kimberli Smith seconded the motion. Vote: Kimberli-yes, Jon-yes, Elisa-yes, Don-yes, Cathy-yes
- e. At the March 3, 2018 Owners Meeting, it was suggested that the Board adopt a Code of Civility for all meetings. Elisa Garin presented a sample of such a document from the

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Calaveras County Board of Education. The sample is geared to an educational environment. Elisa requested that the sample be sent out to all homeowners for consideration and comment. The sample will be referred to the Communications Committee for distribution.

**III. Agenda & Time of Next Meeting**

A request was made for another Board meeting to consider allocating funds for the planting of the shrubs and trees submitted as a list by Steve Soper. The Board will meet at 9:00AM on Wednesday, April 11, 2018 at the Fieldstone Pool/Patio, Fieldstone Drive, Murphys, CA 95247 to consider the item.

The meeting was adjourned at 10:15 AM. Motion: Jon Bratten 2<sup>nd</sup> by Kimberli Smith.

Minutes submitted by: Elisa R. Garin

Minutes Approved at the June 16, 2018 Board of Directors Meeting.