

BOARD MEETING MINUTES

STONEHENGE OWNERS ASSOCIATION

Date: Nov. 18, 2025

Time: 7:40 p.m.

Meeting called to order by: Rod Culler, President

Note: A budget committee meeting to establish the 2026 annual budget was held immediately before the regular board meeting. This was done so the board could establish the budget in committee and then vote on it at its next regular meeting, i.e., tonight's meeting.

CALL TO ORDER

Rod called the meeting to order.

ROLL CALL

Present

- President - Rod Culler (at-large)
- Vice President – Monneh Khadra (at-large)
- Treasurer – Carol King (at-large)
- Secretary – Angela Riddel (Phase 2)
- Joy Flansburg (Phase 1)
- Dawn Mizer (at-large)
- Susan Romans (at-large)
- Ron Tresp (Phase 3)

Absent

- Stacey Lowe (Phase 4)

OPEN FORUM AND QUORUM

Quorum was met. No open forum discussion was held at this point.

APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

Since the minutes were sent to the board members via email in advance, a verbal reading of the minutes was not done. Susan moved to approve the minutes; Carol seconded, and all approved. The minutes were approved.

APPROVAL OF THE BUDGET

Review of the Budget Committee's Proposed Budget for 2026

Rod announced the figures:

Total assessment income - \$84,930

Total expenses and reserve - \$84,930

- Total expenses budgeted - \$77,295
- Total budgeted for reserve - \$7,635

The total budget represents no increase in assessments for the associations for 2026. Rod motioned for approval; Carol seconded, and all approved. The proposed budget passed.

REPORTS

Groundskeeping – Ron

- **Status of properties not in compliance.** Rod asked Ron about architectural discrepancies, such as the requested painting projects discussed at the last meeting. Ron said there were no updates at this time.
- **Draft of a standard letter to non-compliant owners.** Ron drafted a letter and sought the board's review. Rod said the letter should wait until a complete copy of the bylaws could be obtained. He tried to get a copy from the association's law firm, Kaman and Cusimano, but they were unsure if they had the most current copy. Rod said he would get a copy from the county recorder's office. Only bylaws, declarations, and amendments on file with the county recorder's office are in effect. Rod said we cannot move forward with compliance letters until we are certain we have a complete set of the bylaws that are actually in effect, as it will guide how we should address non-compliant properties.
- **Land strip behind garages.** Ron said there was no action on this item because he would like to get new lawn care quotes for next year. When a lawn care provider is determined, Ron will request that the company provide a quote for the project behind the garages.

Late Fee Letter Draft

Rod presented a draft of a letter to the member associations regarding assessments and late fees. The bylaws do permit the board to charge late fees, but the language is somewhat vague. He sought legal advice from the association's law firm. They said that late fees can be addressed as an operational issue and that the board was allowed to charge late fees, as long as member associations were informed when invoiced.

Below is the draft of the letter regarding late fees that would be provided to the member associations when they are invoiced for their annual assessments.

As you are aware the Master Association dues, fees, are due quarterly on January 01, April 01, July 01, October 01. The board of managers has adopted a late fee policy. Effective January 01, there will be a 5% late fee for dues paid and received 15 days after the due date. You may continue, and we welcome, paying fees in advance at any time. We are imposing this fee not to penalize but to encourage everyone to pay on time. It puts a strain on our budget when fees are not paid on a timely basis.

The board of managers strives very hard to maintain the integrity of the community and at the same time keeping fees at a minimum level to operate efficiently. To sustain this goal and achieve our mission to maintain a strong, vibrant and beautiful community we need your help.

Please do your part by helping us continue this goal by paying the fees when due. It is for everyone's benefit and enjoyment. We appreciate your support.

Thank you for your understanding.
Board of Management

Rodney R. Culler, President

There was a discussion of how this new policy would impact those associations paying quarterly. Fees are due January 1. So, a payment (either an annual payment in full or a quarterly payment) must be made within 15 days of the due date, or the association will be assessed a late fee. The late fee will apply again if quarterly payments are not made within 15 days after the due dates for quarterly payments (April 01, July 01, October 01).

It was further discussed that a flat fee should replace percentages because it is difficult to know what unpaid balance to charge the late fee against, since we would not know whether the late payer intended to pay annually or quarterly. The flat amount suggested was \$50. A late payer would be penalized \$50 for every 15 days the payment is late.

It was also discussed that the revised letter and assessments could be put on the website.

Rod made a motion that a late fee of \$50 would be assessed each time a payment is later than 15 days late after its due date. Ron seconded the motion. All voted in favor. The late fee proposal was passed. The draft letter above will be revised accordingly.

OLD BUSINESS

- Ron was to get an estimate from the landscaper for treating the strip of land between the garages. No bid yet. As discussed earlier, Ron will be getting bids on a new landscape company. He will obtain a quote for the garage project from the new landscape company when they are chosen.
- Two lights are out (Woodhall and Newcastle). Will they get fixed? Ron said not till next year when funds are available.
- Post office box for the treasurer to receive association mail, such as billing, payments, etc. Carol proposed that the board approve the fees to obtain a post office box (\$210 per year). Angela seconded. All approved.
- Angela proposed that the board request that the former president provide, at his own expense, a copy of the flash drive of files he had made last year, since these files were copied at the board's expense. We are not asking that he reimburse the board, just provide a copy of the flash drive. Ron seconded, and all approved. The motion passed. Angela said she will ask the former president via email and copy the board on the email.

NEW BUSINESS

Snow Removal Quotes

Ron provided three quotes for snow removal, from Aldrich Landscape, LLC, Aqualawn, and Glass City Timber Jacks. The board reviewed each of the quotes. Rod moved to approve the lowest of the three quotes, from Aldrich Landscape, LLC. During the discussion, Ron confirmed the company's Better Business Bureau rating (A+). Rod moved again, Dawn seconded, and all

voted in favor. Motion to approve the bid from Aldrich Landscape, LLC passed. The bid covers snow removal for this year and the remainder of the season next year.

Responsibility for Lighting

Dawn asked who was responsible for maintaining the lighting in front of the buildings. She noticed buildings that face Woodhall, where the entrance lighting is not lit. Joy noted that these lights are at the entrances to individual townhouses, and they are turned on or off by the owners. The board may not have any authority to address that issue.

Set Next Meeting Date

Discussion revolved around whether the meeting should include the pool maintenance person, the pool manager, and a discussion of the pool. Rod said agenda items should be sent to him by Jan. 31. **The date was set for Tuesday, Feb. 3, 2026, at the King Road Library,** pending confirmation of space availability. Angela will confirm and notify the board.

ADJOURNMENT

Angela motioned to adjourn, and Rod seconded. All were in favor. Meeting adjourned.

Recorded by Angela Riddel, secretary