

# BOARD MEETING MINUTES - STONEHENGE OWNERS' ASSOCIATION

Date: Tuesday, March 3, 2026

Time: 6:02 p.m.

## CALL TO ORDER

Rod Culler, President

## ROLL CALL OF BOARD MEMBERS

Present: Rod Culler, Carol King, Stacie Lowe, Dawn Mizer, Angela Riddel, Susan Romans, Ron Tremp

Absent: Joy Flansburg and Moneh Khadra

## APPROVAL OF MINUTES

Since minutes from February meeting were distributed to the board in advance, we dispensed with reading them aloud. Rod motioned to approve and the minutes were approved.

It was also noted that the only person who should be recording our meetings is the secretary, Angela, for minutes transcribing

## OLD BUSINESS

- **Past unpaid invoices from E&L for landscaping services in 2024.** Carol paid the two invoices at 75%, which the business had agreed to previously. The payments were made online. The payments cleared the bank and so are paid in full.

## FINANCIAL REPORT

- **Carol presented the board with revised 2025 spreadsheets.** Previous version required corrections.

### Cash Report

- Expenses totaling \$5,611.38 were reviewed for the past month (between past meeting and this meeting). Expenses included Toledo Edison (lighting at the entrances and the pool), Kaiman and Cusimano quarterly payment for legal services, Aldritch (landscaping and snow removal), Columbia Gas, tax payments, E&L outstanding invoices, Buckeye Broadband, and Stevens Disposal and Recycling.
- Deposits from assessments totaled \$12,255.30.
- Starting cash \$33,922.11 – expenses of \$5,611.38 + cash deposits of \$12,255.30 = \$40,566.03
- **Discussion of delinquent payments from 4 sub-associations.** At the time of the meeting, the sub-associations that had not paid were Kingsbridge Arms, Stonehenge Townhouse, Lot 52 Stonehenge, LLC, and Concord. Part of the problem may be poor/changed contact information for these associations. It was suggested that since these associations may be delinquent due to lost mail, we should waive the late fees this year.

Missing contact information was provided to Carol. Ron will hand deliver notices to the associations with outstanding fees. If email is available, the responsible parties will also be emailed.

- Carol moved to waive late fees for 2026; Joy seconded. Motion was amended to clarify that those who pay quarterly will still be charged a late fee if future payments (after the 1<sup>st</sup> quarter) are late. Quarterly payments are due on the 15<sup>th</sup> of the month - 1st) Jan. 15, 2nd) Apr. 15, 3rd) July 15, 4th) Oct. 15. Those who pay annually will not be charged a late fee, presuming they pay within the first quarter. Angela motioned to approve the amendment. Joy and Carol seconded. Motion carried.
- The association, Seven C's, paid the annual assessment, and since they realized it was late, they also paid the late fee. Since no other association in that situation was charged a late fee, Angela motioned to return the late fee to 7 C's. Rod seconded. The motion passed.

## **GROUNDS REPORT**

- **Architectural review update on property deficiencies**
  - 2 buildings need painting. The owners have been notified. Ron will reach out again as the weather improves to let them know that they must paint their buildings when it warms up.
  - Ron is also working to make sure every building has working sprinkler systems. In the bylaws, every building is required to have a sprinkler system. Buildings that do not have them must install them or make some other provision for ensuring the grass is watered regularly.
  - Another building still has ivy on the building. The owner is responsible for removing it. Ron has been in touch with him and will ensure it gets done.
- **Snow removal update**
  - Most of the snow removal issues have been resolved.
  - We have a new snow removal company, Aldritch. Ron is working with them to make sure they are taking care of all of the master association walks that we are responsible for.
- **Review upcoming lawn maintenance bids**
  - Ron asked about getting new mulch for the pool area. He will include it in the bids he is putting together for lawncare this season.
  - Ron will also get a bid regarding maintenance of the strip of land behind garages that was discussed previously. 4 owners share this property and will share the cost.
- **Lighting issues**
  - Newcastle light. Toledo Edison will send someone out to find out why electricity is not getting to the lighting. Ron believes the issue is in the ground.
  - Woodhall light. Edison said they fixed it, but it is still not working. Ron contacted Edison and submitted another ticket to address it.

## **OLD BUSINESS**

- **Discussion about rules of order at meetings.** We use Roberts Rules of Order during board meetings and parliamentary procedure during annual meetings. Roberts works better for smaller meetings. Parliamentary procedure works better for larger, more public meetings. This is in keeping with COA bylaws.
- **Discussion about obtaining financial records from the past board.** Carol contacted the printer that copied and digitized 2,793 pages of financial records for the past president. The company did not keep copies of them. The board now considers the matter of getting the flash drive from the past president a dead issue and has chosen to move forward with the records we do have. It is regrettable that the previous board members

involved chose not to share these files with the current board. They said that they did but they did not.

## **NEW BUSINESS**

- **Reviewed revised proposal from Brad Stechchulte for Pool Maintenance/Tech**
  - Proposal presented at last meeting was to be updated to remove “draining, cleaning and refilling the pool.” The pool is covered in the off-season and Rod and Ron are confident that the debris that gets in can be removed using the commercial robot pool vacuum (dolphin). Should this fail, Brad will be directed to drain, clean and refill the pool. Rod would like to avoid the expense of losing 160,000 gallons of water unnecessarily. They will attempt to use the robot early enough to allow Brad time if it doesn’t work out. The language in the final revised proposal will state that Brad will drain, clean and fill the pool only if needed because the commercial vacuum plan did not work.
  - Requirements that pool techs have chemical maintenance training and/or certification were discussed. The state of Ohio does not require it currently.
  - The proposal was also updated that Brad will be paid through Phoenix, the same agency we use to pay the lifeguards.
  - A signature line was also added to the proposal for Brad to sign it.
  - Rod motioned to have the board approve the revised proposal and present it to Brad for his signature. Ron seconded. All voted in favor. Motion carried.
- **Discussion of Dawn’s efforts to have the board purchase pool chemicals.** She was able to get pricing from numerous suppliers. Rod suggested she get a base comparison from Mossing. Further discussion and decision making were tabled until the next meeting.
- **Pool manager position.** Discussion of the pool manager position, currently held by Sandy Murnen, for the current season, progress, requests and requirements for pool opening and anticipated pool opening date of May 23<sup>rd</sup>.
  - Rod shared a text he received from Sandy who met with Brad, and Rachel Petrie about this season. Sandy has hired two lifeguards, including the woman who was head lifeguard for the past two seasons. She also discussed the preparations she has made to date and those she will do. She also met with Dan M from Olander Park. He will provide continuing education to their guards and ours using our pool. No charge. Ron’s neighbor who works in safety at BP Oil will provide the guards with refresher training in CPR. They are already certified and this would be refresher training. Sandy also went over the supplies that will be needed for the season. The board will need to pre-approve those purchases.
  - The board discussed the need for Sandy to attend the next board meeting to work out the details and to review the standard operating procedures manual the lifeguards utilize. The board would also like to see the attendance sheets from last year to gauge usage. Pool check-in procedures, signage and other pool matters, as well as use of the pickleball court were also discussed at length.
  - Discussion of a more durable table to replace the guard/check-in table and one to replace the dilapidated picnic table. Rod will check prices and shipping for the tables. Dawn will check on umbrellas.
  - Discussion of trash pick-up. \$50 a month from May to September and \$20 per each additional visit. Angela motioned to accept Stevens’ bid for trash and recycling pick-up at the pool. Susan seconded. All approved. Motion carried.
- Discussed and established Annual Meeting date.
  - Tuesday, June 9, 2026. Angela attempted to book at the library but was told they don’t accept reservations more than 60 days from the date. She will contact them in April. Also, cutbacks at the library have limited the hours in the evenings.
- Discussed next Board Meeting date. Monday, May 4, 2026, 6-8 p.m. Rod suggested having board meetings every other month.

- Discussed expiring officers' terms and election at time of Annual Meeting.
  - Phase 3 (Ron) & 4 (Stacie) and one at-large position (Rod) (current board member)
- Any new topics including Activities Committee and finalizing neighborhood "Party in the Park pool opening party."
  - Activity committee needs to schedule a meeting among themselves prior to the next board meeting. Planning will be for the Pool Opening Party.

## **ADJOURNMENT**

Motion to adjourn by Rod. All in favor. Meeting adjourned.

## **ACTIONS STEPS**

- Carol – monthly expenses/deposit report, resolve last 4 unpaid assessments – removing fee, if possible; return 7 C's late fee \$50
- Ron – contact owners with properties in need of painting and repair, lawn maintenance bids,
- Rod – contact Sandy to invite her to the May 4 meeting, she should bring the SOP manual. Present board with suggested tables to order (picnic table, check-in table)
- Dawn – provide umbrella suggestions for the check-in table for board to vote on
- Angela – schedule board meeting (May 4) and annual meeting (June 9)
- Activity Committee (Dawn, Stacie, Angela) – set up time to meet before the next annual meeting