

MINUTES

Stonepine II HOA 2025 Annual Board Meeting

Date/Time/Location: June 18, 2025-6 PM; Hudson United Methodist Church

1401 Laurel Ave. Hudson, WI 54016

Meeting called to order by: Stonepine II Board President, John Trieb

Attendance- Thanks to all who attended this important meeting.

In attendance:

President | John Trieb | Present

Vice-President | Don Anderson | Present

Treasurer | Dave Haselman | Present

Secretary | Dan Goodier | Present

Board Member at Large | Chantal Doriott | Present

COACTION Management Representative | Samantha (Sam) Nolan | Present

I. Call to Order

1. President John Trieb convened the meeting at 6 PM.
2. The Agenda is posted online in the meeting packet and via PowerPoint presentation during the meeting.

II. Board Member Introduction

1. John introduced the SP II Board members, and Samantha (Sam) Nolan from COACTION Management. John noted that COACTION was hired since our last annual meeting.
 - Each Board member provided a personal statement about themselves and other comments such as how long they have lived at Stonepine.
 - Samantha introduced herself and offered some background information about her company and herself, saying that she was extremely happy to be handling our property management duties.
 - Don Anderson reported to the Association membership that he has completed his current term and will be retiring from the Board of Directors. John noted that Don has been on the Board for 9 years and has provided important participation and leadership, including a deep understanding of Stonepine's history. We wish Don our most sincere gratitude for his service to Stonepine.

- New Association members were asked to rise and introduce themselves to the group. There were two new sets of homeowners that introduced themselves. Welcome!

III. Approval of 2024 Annual Meeting Minutes

1. The minutes of last year's meeting were prepared by Secretary Goodier and are included in the meeting packet as well as the PowerPoint presentation during the meeting.
 - John addressed the meeting attendees asking for any corrections or additions to the minutes. Hearing none, the minutes were approved by consensus approval.

IV. President's Report

1. **President's Report-** Board President John Trieb provided an overview of recent past accomplishments including:
 - Final details associated with closing our insurance claim with West Bend Ins. for the hailstorm damages. This proved to be a daunting effort that spanned approximately two years of repairs. Secretary's note: Though all Board members worked diligently on this important initiative, President Trieb was notably instrumental in bringing the open claim to closure. Thanks to John and to all.
 - Garage Trim Wraps- Completed remainder (C & T Siding and Windows)
 - Driveway replacements (3), per the ongoing Long Term Maintenance Fund plan. (Monarch Paving).
 - Driveway seal coating, as determined by an ongoing schedule to ensure optimum life of the new, and aging asphalt throughout SP II. (Back to Black sealcoating).
 - New Address placards for all units.
 - Patio fence painting. (CertaPro Painting)
 - John also announced that routine tree trimming, and shrub trimming will now be taken care of as part of ongoing services. If you wish to opt out of these services, please notify Sam.
2. John also informed the group that the Board has thoroughly discussed and examined the need to increase our annual Association dues and has decided on an increase to \$257 per month, with \$205 of the dues amount going toward ongoing operations and \$52 to the Long-Term Maintenance fund, which is the source of our capital project funding.

V. Treasurer's Report – Dave Haselman

Treasurer Haselman discussed the following:

1. **Summary of our current year's financial performance:**
 - We are on track to finish our current fiscal year ending on June 30, 2025 with a modest positive bottom line. Dave highlighted that our primary goal is to be able to afford the many projects and improvements we accomplish throughout the year, and still live

within our budget. This year's summary is a prime example of excellent budget planning, and strategic operational executions.

- Approximately 70% of our operational costs are associated with our grounds maintenance, lawn care, and snow removal. Jeff Hoff continues to provide excellent services at a fair price, with no increase in fees planned for the coming year. Dave discussed the potential financial impact of weather fluctuations. A dry summer can increase irrigation (watering) costs and a snowy winter can be costly due to snow removal. That said, we have successfully planned appropriately to avoid any shortfalls due to the unpredictability of the weather.

2. Overview of the 2025-2026 Annual Budget:

- Fiscal Year 2025- 2026 again calls for a continuation of a successful operation with a break-even year.
- Dave noted that our Administration fees for COACTION Management are somewhat higher than our previous company, with a caveat that we are pleased with Samantha's personal influence and with COACTION's overall performance.
- Increased management fees, inflation, and the addition of tree maintenance services are key reasons for the increase.

3. Long Term Maintenance Fund (LTMF)

- This plan remains an important part of the Board's commitment to keeping Stone Pine II in the best condition possible far into the future. It is intended to allow for flexible planning and execution of capital replacement and repairs. A primary goal is to build a reserve fund to cover ongoing planned *and* unplanned needs while avoiding any unnecessary assessments to the Association members.
- Currently, we believe we have a strong plan that will serve our community well into the future. While the possibility of a future assessment is not impossible, our Board believes this approach will be extremely valuable to mitigating the need for such unplanned expenses to be passed along to homeowners.

*We should note that Don Anderson was a key proponent of our Long-Term Maintenance Fund.

At this point, Dave answered some questions from the audience.

VI. Management Report- Samantha Nolan COACTION Management

1. Property management report-

- Samantha offered some helpful tips for ongoing communications between Association members and COACTION. She noted that improved communication is a standing goal for her and for our community.
- She further discussed our changing insurance situation as an example of trends she is seeing in the HOA marketplace. Sam's experience with other HOA's is expected to be beneficial to our ongoing collaboration.

- As precursor for this year's Nomination procedure (to replace Don Anderson) Sam reviewed the Nominations forms sent out to all members. No nominations were received in advance of our Annual Meeting,
4. To stress the need to prepare for the Homeowners' Insurance premium cost increase, Sam discussed the payment schedule as determined by the insurance carrier. In mid-July, the new, higher rates will be used to cover the costs of this important coverage.

Any of us who are on Direct Deposit for our dues payments will experience an automatic payment based on the new rates.

CPM will communicate directly to all homeowners with a reminder for your new payment.

VII. Board Nominations and Elections

1. As required by our Nominations procedure: John called for nominations from the floor three times. Dave Blanchard nominated Martha Lewis (1617 Hunter Hill RD) to fill the vacancy created when Don retires. When asked, Martha agreed to accept the nomination. With no other nominations filed, Martha was approved for the position. Thank you Martha, for volunteering to serve on the Stonepine II Board. Congratulations!

VIII. Open Forum (Q & A) – John Trieb

1. John stressed that questions and/or specific requests for individual homes should be referred to Samantha after the meetings. Questions that apply to all homeowners are encouraged.
 - Martha Lewis mentioned the Party People list which is intended to provide the opportunity to network and socialize with other SP II members. You are encouraged to sign up.
 - Questions about the new tree trimming services prompted a discussion about what is and is not included.

Answer: Generally, all trees are now going to be taken care of by the Association with the exception of healthy trees that you may want removed and any new trees that you wish to plant on your property. Those requests would need to be approved in advance by the Board.
 - Question: Please review how best to notify COACTION of any broken or defective irrigation sprinklers.

Answer: In this situation, it is recommended to text message Samantha, who will forward the message to Jeff Hoff. Experience has shown that same-day repairs are common when a sprinkler head is broken.
 - Question: How are Maintenance requests usually scheduled?

Answer: Unless an emergency repair is needed, the Maintenance requests are bundled and scheduled for repairs in the most cost-effective way. Emergency repairs are handled as a high priority and will be handled as soon as possible.

- Comment: Certa Pro painting should be notified of some places that were missed on the patio fence painting project.
Answer: They will be appropriately notified of this.
- Question: About drafty windows. Any idea who to call?
Answer: Dan Goodier provided some comments about a recommendation he received.

IV. Adjournment- With all questions addressed, the meeting was adjourned at 7:20 PM

- Motion to adjourn was made by Richard Stout
- Second was made by Don Anderson