

**Annual Meeting Minutes:**  
**January 8, 2024 @7pm**  
**Fieldstone meeting by ZOOM (Stonecroft unavailable until further notice)**

***Call to Order***

- The following board members were present:
  - Dawn Maynen, Wolfgang VonBuchler, Ian VanCamp, Laurel Nardine, Michael Rousey-HOA administrator
  - Absent: None
- Residents: None
- Called to order at 7:06pm

***Meeting Minutes: Approval of Meeting Minutes***

- December meeting minutes were approved. Wolfgang made the motion; Laurel seconded. Meeting minutes were accepted. Meetings are held by ZOOM until further notice.

***Homeowner/ Community Time***

- None

***Leadership Team Items***

- Operations Update (Dam, lighting, trees, etc.)-
  - Greenbriar mowing and mulching- No update-currently not mowing due to season. Dawn sent Michael a paid history from the bank account so he can confirm all invoices have been paid and avoid overpayment.
  - Lighting- Dawn mentioned to monitor non-working streetlights for a few days before reporting the outage. When reporting the outage, please provide an address that the streetlight is directly located in front of.
  - Landscaping- No update- landscaping replacement/additions is paused until after trustee and community building construction and Spring weather.
  - Dam update- For February- Dawn is going to contact Stanger excavating about providing an estimate to remove any debris by the floodgate. Clark excavating is another option. The excavating company will need to meet with Thetonia, Monroe County Engineer to make sure the grading is retained in the dam area.
- Resident updates-
  - No updates.
- Annexation- No update.
- Township building and Community center- Dawn is monitoring the progress with the Trustee and community building construction:
  - There are doors on both buildings to help keep people out of the building.
  - Dawn mentioned talking to Rita about her plans for landscaping, lighting as residents would like to start making plans to block the sight of the buildings.
  - Van Buren township meetings are the third Wednesday of every month at 5:30 at the Van Buren Fire Department. Station 29. Dawn will attend as needed to stay on top of the project.
  - The Van Buren website is [www.vanburentownship.org](http://www.vanburentownship.org). According to the records office, the address is 352 S. Fieldstone Blvd- Plat# 53-09-02-200-001.001-015.
- Communication updates (Facebook, Next Door)-No update
- Proposed storage unit facility on South Fieldstone- No update.

### ***HOA Administrator Report - Michael Rousey***

- Homeowner issues- No update.
- Homeowner violations- The HOA is keeping an eye on the violations at Waterstone Trace, West Lake Ct & Bosell.
- Balance/ Financial reports
  - Michael mentioned the budget is in the “positive” including a decrease in the insurance premium.
  - Expenses are in line with expected and actual expenditures for the year. Michael will send reports for the website.
  - Michael in preparing dues collection notices and will begin to print them after Dawn provides him the “End of Year” letter (see new business)
  - Michael mentioned the purchase of Quickbooks online. We are looking at this for February- March after the dues collection. He is trying to extend our accessibility until it prompts him to update the software because of the cost.
- Attorney discussion & update
  - We are doing well with past due collections as we only have a handful to turn over to collection, The attorney will handle any past due resident balances over \$10 but we are going to wait until after the 2024 dues collection to file.

### ***New Business***

- Dawn mentioned that she is drafting the “End of Year” letter and asked the board to approve it via email. She will send a text when it is ready for review so we can get it to Michael for printing on the 21<sup>st</sup>. Once Michael and Dawn return from their respective travel commitments, they will connect, and Dawn will stuff and deliver them to the post office.
- Dawn mentioned one goal for 2024 is to scan and digitalize all Fieldstone records. She is actively working with Michael to place these items in OneDrive.
- Wolfgang mentioned having Terry Chastain do a small job and dig out a small area to water flows into the flood plain,

### ***Adjournment***

- Dawn made the motion to adjourn; Laurel seconded. The meeting was adjourned at 8:19 p.m.