

# STONEBROOKE COMMONS

STONEBROOKE COMMONS HOMEOWNERS ASSOCIATION, INC.  
2023 AUGUST AGENDA  
AUGUST 9, 6 PM

**Location: *The Clubhouse*, 1910 Cottage Grove Way Cumming, Georgia 30040**

Carol Ulmer – President Present  
Joe Brown – Vice President Present  
Judith Peters – Secretary Present  
Enisa Nalek – Treasurer absent  
Bala Guruswamuy – Member at Large Present  
Ashley Gavens – Member at Large Present  
Kate Dymond – Member at Large Present

**Call To Order-** 6 pm

**Roll Call/Quorum** 6 members present

**Approval of Minutes-** approved

**Approve Financial Reports including Aging-** May approved, June approved

**ARC Request** – none

**Homeowner Forum (10 minutes)** none

## OLD NEWS

1. Violations -review first violations, mailboxes. Received by residents  
The first set of violations were sent and received. More clarification is needed on the letters to inform the residents exactly what needs to be done to the mailbox in order to make it compliant. Those that have not been repaired will receive a second letter after 10 days letting them know the option of having the HOA fix their problem and the cost be added to their monthly dues. We will use Mailbox Joe for the work.
2. Invoice and reimbursement procedure.  
Not needed
3. Annual meeting – October 14<sup>th</sup>, required attendance  
We didn't discuss this but need to let all Board members know that attendance is required. We will discuss more at the September meeting.

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## AGENDA

1. New office supply person

I would like to hand over the ordering of supplies for the clubhouse to another Board member and Kate Dymond has graciously volunteered. I will help Kate with it until she becomes accustomed to the process.

2. New TV for the clubhouse

A new TV for the clubhouse has been brought to the Board's attention and approved twice. We will order the TV from Best Buy and have them come and install the new equipment.

3. Hire handyman

We often need a Handyman to do various projects around the clubhouse. This idea was presented and approved by all Board members present.

4. Trash volunteer for September and October

The volunteer for September is Ashley and the volunteer for October is Kate. Thank you, ladies, for taking on this responsibility. Remember, if you need help, just call one of us.

5. If you see something, do something

Our main communication with the residents is a sign announcing an upcoming event or a sign prohibiting parking in certain areas. Please, if you see a sign fallen down, please take the 2 minutes it will take to pick it up and replace it.

That goes for other things in the neighborhood, too. If you see something wrong and it's something you can fix, please take a few minutes of your time to do that.

Executive session if needed – none needed

Next meeting, September 13