



PRESIDENT'S MESSAGE



Another year! The Annual Meeting held the 30th reminded us how important it is for our homeowners to either attend the meeting or turn in a proxy. The sudden snow kept some people home and we came very close to not having the necessary quorum to conduct the meeting. Despite the snow, which seemed to plague us from beginning to end this past year, the meeting went on. John was able to report that, thanks to the efforts of staff and volunteers, Stoney Brook is doing well.

Congratulations to all who ran for election to the Board. The Nominating Committee actively sought candidates and those who answered the call are to be commended. We need homeowners willing to serve and thank you all.

In your Annual Meeting packet is a form to sign up as a volunteer for one or more of Stoney Brook's committees. This month, committees are reorganizing and looking for new volunteers. Please, turn in your form, or call me (720-529-3791), the office, or the committee chairman to see where you can help.

The 2008 committee chairmen are: Architectural Review – Jackie Richardson; Finance – George Fischer; Long-Range Planning – Brien Gidlow; Administration – Brien Gidlow; Nominating – Bob Austin; Security – Shirley Klotz; Insurance – Pat Bains; Communications – Virginia Schneider; Social – Donna DuHadway; Compensation – Pat Bains; Education – Shirley Klotz.

Also, a reminder that there are a few weeks remaining before our sewer rates for the coming year are finalized, so please continue your water-saving efforts.

Finally, to John Cowan, thank you. You tackled difficulty with determination; handled crisis with grace; and treated us all with respect. And, you wrote better President's Messages!

Ginny

Congratulations! Welcome New Board Members

The 2007 Annual Membership Meeting was held January 30th at Samuels Elementary School. The results of the election to fill the three open seats on the 2008 Board were announced by the Chairman of the Nominating Committee, Bob Austin. Brien Gidlow and Donna DuHadway were re-elected, while Jackie Richardson was newly elected, to three-year terms. Shirley Klotz was appointed to fill the remaining year of Jim Cooley's term.

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WELCOME NEW BOARD MEMBERS



JACKIE RICHARDSON



SHIRLEY KLOTZ

SECURITY TIP FOR THE MONTH

Stop “Vishing” Scams: Vishing, otherwise known as voice phishing, is the way con artists are stealing consumer’s private financial information by phone. In Vishing scams, the customer receives a voice mail directing them to a customer service phone number. Calling the number leads you to a maze of voice prompts eventually asking you to enter your account or other personal information.

To avoid becoming a victim of this scam, there are a couple things you should consider:

- You can anticipate that your credit card company will call you to verify activity if you have made a large purchase or a string of purchases in a short period.
- If you are not expecting such a call, rather than calling the number left on the voice mail, call the customer service number on the back of your credit card or call your bank/credit union directly and ask to speak to the Security Department. They will be able to assist you.

For more assistance please call the Denver DA’s Fraud Line: 720-913-9179

Doors: A front security door with appropriate locks and a door viewer to see who is at the door is most important for security. Low cost surveillance cameras can also be used and viewed from the living room or bedroom TV.

Sliding glass doors on patios are very insecure. The sliding panel must be on the inside. The door must be installed so it cannot be lifted and tilted out of the frame. A Charley-Bar, a solid bar that latches in place between the sliding door and the frame, should be installed. A good lock such as a pin-lock (a metal pin that that secures both doors together) should be installed.

French doors are also not very secure, especially if no center post is present. Heavy-duty vertical bolts can be installed on the inactive door, running from the top and bottom of the door into the frame, to secure the door. Also, install a good dead bolt on the live door to secure.

-Bob Austin-



COYOTE WARNING

A pair of coyotes may have taken up residence in the southwestern area of Stoney Brook. There have been frequent sightings there during daylight hours. Please, be careful with pets and children. Also, remember, not

to leave pet food or garbage where it might attract wildlife. Check last month’s Newsletter for more detailed suggestions.

Notes from the Stoney Brook Office

A Big Thank You: Glenda and Oliver extend thanks to Smokie Bischoff, Susan LeDuke and Mark Levy for volunteering to assist with registration and ballot tallying for the recent annual meeting. We very much appreciate the support and assistance. And thanks to all of you who attended the annual meeting on January 30, in spite of the snow, or submitted your votes for Directors and proxies prior to the meeting. Your proxies made a huge difference this year, as the inclement weather almost resulted in not having a quorum to conduct business.

Reminders: If you have not already done so, please return your directory update forms to the office as soon as possible. We plan to go to print by the end of February with your annual resident directory and want

to include YOU! An update form was provided with materials mailed to you for the annual meeting. Just contact the office if you need another form. You may fax it to 303-796-7053 or email your update to glenda_stoneybrook@msn.com by February 15.

Snow Plows: Oliver and his staff must remind you to be observant and take special care when you see snow removal equipment working in the complex. Our operators will make sudden stops and turns when clearing snow. Oliver has noted that some residents simply follow the equipment too closely. **Please keep a safe distance and reduce your speed for the benefit of all.**



Guidelines from ARC

The Architectural Review Committee is in the process of establishing guidelines for certain exterior changes Homeowners may make to their units. These are meant to convey what is generally considered acceptable to ARC. Homeowners are reminded, however, that in all cases, they must submit a written application for approval for any exterior change to their unit whether within the framework of Guidelines or not. If there are any questions, Homeowners should contact the Chair of the ARC before installation.

Jackie Richardson, Chair 303-741-4693

Floodlights / Motion-Detector Lights

In the interest of balancing safety and security with aesthetics, the following guidelines are established for installation and operation of flood or motion-detector lights:

- Should be installed in as obscure a place as possible
- Should be directed downward toward the specific object to be lighted, such as a walk or doorway, and not light up large surrounding areas or neighbor's unit
- Should not be continually turned on, but be properly adjusted to detect motion
- Should not replace existing front porch or garage lights

Storm / Security Doors

In the interest of balancing safety and security with aesthetics, the following guidelines are established for the installation of storm or security doors:

- The color of the security door should be white in all units, except for monochrome green or brown units, in which case it may be white, black or the same color as the unit.
- Monochrome green or brown units should try to pick the same color as the other units within their same building.
- The design of the door should be as simple as possible and not heavily ornamental.



Stoney Brook Homeowners Association 2007 Annual Meeting

Stoney Brook Homeowners Association

2007 Annual Meeting

January 30, 2008

Samuels Elementary School

3985 S. Vincennes Court, Denver, Colorado

Preliminary – Not Approved By Membership

Board Members Present: John Cowan, President; Virginia Schneider, Vice-president; Donna DuHadway, Secretary; George Fischer, Treasurer; Bob Austin, Director; Pat Bains, Director; and Brien Gidlow, Director.

Call to Order: John Cowan called the meeting to order at 7:15 p.m. and introduced each member of the 2007 Board of Directors.

President's Remarks: Mr. Cowan noted that during 2007 long-term key employees left Stoney Brook. New employees were trained as replacements for maintaining the irrigation systems, grounds and amenities. He noted that the General Manager did not have a full staff at all times during the year, especially during summer months and actions have been taken to retain quality staff members. The tree-trimming schedule has been modified to contract for trimming more frequently. One third of evergreens and all deciduous trees will be trimmed in 2008 and tree-trimming costs are now budgeted annually instead of every two or three years. He stated the General Manager and committee members have worked with various vendors and consultants regarding the condition of siding on many cedar units. The paint policy was amended in 2007 so that the condition of siding of all units will be inspected each year to determine what siding repairs or replacements are necessary prior to the beginning of exterior painting. Mr. Cowan also noted that main line sewer repairs have become more frequent due to breaks in an aging system. The Board determined to provide a budget in 2008 accordingly. Commenting again on the aging sprinkler systems, Mr. Cowan noted that \$35,000 has been budgeted in 2008 for consultant fees to address areas of concern and for in-house upgrade costs. He

commended Mr. Gidlow's work to assess the condition of water features (ponds) and to resolve issues with the vendor regarding poorly functioning pumps. He encouraged all Owners to become involved in the community's government by volunteering on committees or running for the Board.

Long-Range Planning Committee: Mr. Gidlow reported that verbal approval has been obtained to finalize long-running efforts to upgrade the Yosemite street wall and the process to obtain permits is ongoing. Mr. Lynch will begin implementing irrigation system upgrades based on recommendations of consultants in prototype areas. The board has determined to retain any excess operating funds to help fund 2008 expenditures.

Secretary's Report: The Chair recognized Donna DuHadway. Ms. DuHadway stated that in spite of inclement weather, a quorum of members was present in person or by proxies obtained, as required under Article 4 of the Declaration, to conduct the necessary business of electing Directors and other business that may come before the Board and Members this evening. (The "Proof of Notice of Annual Meeting" had been mailed to Members and is made part of these Minutes as ATTACHMENT "A".)

Approval of the Minutes: Upon a motion and second (Jan Melson, Unit 214/Ila Adams, Unit 112), the Minutes of the January 30, 2007 Annual Members' meeting for the year 2006 were approved without corrections or amendments.

Treasurer and Finance Committee Report: Mr. Fischer announced that the annual audit performed by Olsen, Reyes and Sauerwein, P.C. is complete and was delivered to the Board today with no major issues or accounting adjustments and that the Association is in compliance with laws and regulations. He stated that Mr. Jeff Reyes had very favorable comments regarding the Management of Stoney Brook. Mr. Fischer commended Oliver Lynch and Glenda Beckner. He presented a summary of 2007 income and expenses prepared before the final audit was received and discussed each line item in detail, pro-

viding explanations for budget variances in both the operations and reserve categories. Maintenance costs are over budget primarily due to the heavy and frequent storms last winter causing adverse effects on equipment. He noted that Members' water conservation efforts directly relate to utility expenses reporting considerably under budget at year-end. Main line sewer repairs were necessary at an unbudgeted cost in 2007 of approximately \$12,000. The new budget now includes a line item for anticipated sewer repairs in the reserve section. Overall operations and reserve budget variance for 2007 are over by only \$1,795 before final audit adjustments received this afternoon. Mr. Fischer then presented a comparison of the 2008 budget to 2007, again explaining each line item in both the operations and reserve categories. He noted the 2008 budget includes costs for full staffing and that the employee IRA contribution has been modified for 2008. Overall operations expenses are increased 6% in 2008; reserve expenses are increased 13%. Mr. Fischer then presented the current 5-year budget plan which estimates a dues increase of \$10 each year. He explained that the plan is an estimate only and changes each year as needs arise. The 30-year reserve study is updated each year as well to ensure that reserve funds will be available to maintain all common area components and amenities.

Report from the General Manager: Mr. Lynch gave special acknowledgment to Mary East and Dot Dulaney for their ongoing involvement with landscape designs and improvements. Mr. Lynch reported on major projects in 2007. The fence behind Unit 144 was completed, as were tree removals and replacements as planned. Windowsill preparation for painting was completed as scheduled and 118,000 square feet of street seal coating was completed. The planters on the pond near Unit 345 are 80% completed. The Yosemite fence upgrade is still pending. He reported that projects for 2008 include ongoing fence repairs, ongoing retaining wall replacements, building a wall around the storage area at the clubhouse, upgrades and repairs to the irrigation system, ongoing tree removals and replacements, upgrades to xeriscape areas, and the completion of street seal-coating.

Education Committee: Ms. Schneider reported that the Association is again in compliance with current regulations in 2007. The annual new owner orientation meeting was successful with each Director participating to provide information to Owners. She thanked John Cowan for his two-year service as President of the Board.

Nominating Committee: Dr. Austin reported that six candidates ran for the three open positions on the Board. They are Ila Adams, Donna DuHadway, Brien Gidlow, Shirley Klotz, Bob Parks and Jackie Richardson. A fourth Director will also be appointed to fill the vacancy left by Mr. Jim Cooley's resignation in December of 2007. He thanked Smokie Bischoff, Susan LeDuke and Mark Levy for their assistance as registrars and ballot counters this year. Dr. Austin announced the results of the election. Donna DuHadway and Brien Gidlow were re-elected and Jackie Richardson was elected as the new Director. Mr. Cowan requested that Shirley Klotz remain after the meeting to meet with the Board.

Homeowner Comments: None.

Adjournment: Upon a motion and second from Members in attendance, the meeting adjourned at 8:20 p.m.

Respectfully submitted,

Glenda Beckner,

Recording Secretary



Attachment "A" to the Minutes of the Annual Member's Meeting January 30, 2008

NOTICE OF ANNUAL MEETING

DATE: The 2007 Annual Meeting of the Stoney Brook Homeowners Association, Inc. will be held at 7:00 p.m. on WEDNESDAY, January 30, 2008.

PLACE: SAMUELS ELEMENTARY SCHOOL
3985 So. Vincennes Court (at Mansfield Avenue) Denver, CO

PROXY: All Stoney Brook Homeowners are asked to attend. If you cannot attend or are unsure if you will attend, it is VERY IMPORTANT THAT YOU RETURN THE ENCLOSED SECRET BALLOT AND PROXY OR REGISTRATION FORMS in the enclosed envelopes, to insure a quorum at the meeting.

PURPOSE: The purpose of the Annual Meeting is to elect three new members of the Board of Directors, and conduct such other business as may properly come before the meeting.

AGENDA: Attached

Sincerely,

STONEY BROOK HOMEOWNERS ASSOCIATION
Donna DuHadway, Secretary

Minutes of the Meeting of the Board of Directors

Stoney Brook Homeowners Association

Minutes of the Meeting of the Board of Directors

January 30, 2008 (After the Annual Members' Meeting)

Samuels Elementary School

(Preliminary – Not Approved by the Board)

Directors Present: John Cowan, Virginia Schneider, George Fischer, Donna DuHadway, Bob Austin, Pat Bains, Jackie Richardson and Brien Gidlow

Homeowners Present: Shirley Klotz, Unit 501

Others Present: Oliver Lynch, General Manager; Glenda Beckner, Office Manager

Call to Order: John Cowan called the meeting to order at 8:25 p.m. with a quorum established.

Remarks from the Chair: Mr. Cowan stated for the record that today he signed and executed the deferred compensation plan offered to General Manager, Oliver Lynch, and approved by the Board at the December 18, 2007 meeting.

Nominating Committee: Dr. Austin proposed the slate of officers for 2008 as recommended by the committee. They are: Virginia Schneider, President; Pat Bains, Vice-president; George Fischer, Treasurer; and Donna DuHadway, Secretary. A motion to approve the slate of officers as stated passed unanimously. (Fischer/DuHadway) Ms. Schneider then presided over the remainder of the meeting. Upon a motion and second (Bains/DuHadway), Shirley Klotz was appointed to serve the remainder of Mr. Jim Cooley's term. Mrs. Klotz then joined the meeting.

General Manager's Report: Mr. Lynch had provided a written report to the Board prior to the meeting, which included a listing of past due accounts, and which was not discussed during this meeting.

Treasurer's Report: Mr. Fischer noted that copies of the annual audit report by Olsen, Reyes and Sauerwein that was received today will be made available to all Directors and posted on the website.

Committee Appointments: Chairpersons for committees were named as follows: Architectural Review – Jackie Richardson; Finance – George Fischer; Long-Range Planning – Brien Gidlow; Administration – Brien Gidlow; Nominating – Bob Austin; Security – Shirley Klotz; Insurance – Pat Bains; Communications – Virginia Schneider; Social – Donna DuHadway; Compensation – Pat Bains; Education – Shirley Klotz. Ms. Schneider requested that an updated list of all committee members be provided at the February meeting.

Communications Committee: Ms. Schneider stated the deadline for articles for the February newsletter is Tuesday, February 5.

Old Business: Mr. Cowan reported that the foreclosure has been fully cured and that dues for January are current.

New Business: Ms. Schneider had provided a list of meeting dates for 2008. A motion to approve the meeting calendar passed unanimously. (Gidlow/DuHadway) The meeting dates are: February 26, March 25, April 22, May 27, June 24, July 22, August 26, September 23, October 28, November 18, December 16.

Adjournment: There being no further business and upon a motion and second (Bains/Austin), the meeting adjourned at 8:35 p.m. until Tuesday, February 26, 2008 at the clubhouse.

Respectfully Submitted,

Glenda Beckner, Recording Secretary



Financial Report

STONEY BROOK HOA
FINANCIAL REPORT (SUMMARY)
DECEMBER & YEAR TO DATE 2007

	DEC	BUDGET	VARIANCE	JAN-DEC	BUDGET	VARIANCE
<u>OPERATING INCOME</u>						
Homeowner Dues	94,470	94,470	-	1,133,640	1,133,640	-
Other Income	1,418	1,916	(499)	23,569	23,057	513
Allocation to Reserves	(22,332)	(22,332)	0	(267,979)	(267,979)	-
TOTAL OPERATING INCOME	73,556	74,054	(498)	889,231	888,718	513
<u>OPERATING EXPENSE</u>						
Salaries & Benefits	46,786	37,283	9,503	428,768	445,105	(16,337)
Administrative	2,012	3,029	(1,017)	31,731	34,892	(3,161)
Maintenance	8,380	4,268	4,112	104,791	72,593	32,198
Pool/Clubhouse Expense	1,320	361	959	11,580	8,410	3,170
Utilities	10,942	12,574	(1,632)	187,789	199,437	(11,648)
Fixed Expenses	10,499	12,453	(1,954)	134,422	145,112	(10,690)
Taxes	500	-	500	2,000	850	1,150
TOTAL OPERATING EXPENSE	80,438	69,968	10,470	901,082	906,399	(5,317)
NET OPERATING INCOME	(6,882)	4,086	(10,969)	(11,852)	(17,681)	5,829
<u>RESERVE INCOME</u>						
Reserve Allocation, Dues	22,332	22,332	-	267,979	267,979	-
Interest-Reserves	1,353	1,472	(119)	17,834	17,620	214
Total Reserve Allocation	23,685	23,804	(119)	285,812	285,599	214
<u>RESERVE EXPENSES</u>						
Landscape	243	-	243	26,019	22,500	3,519
Site Improvements	-	-	-	33,688	31,500	2,188
Exterior Painting	-	-	-	142,206	141,520	686
Clubhouse & Maint Bldg	-	-	-	4,873	5,700	(827)
Operating Equipment	-	-	-	29,988	29,900	88
Pool & Tennis Courts	-	-	-	38,601	37,000	1,601
Ponds & Streams	-	-	-	15,857	16,000	(143)
TOTAL RESERVE EXPENSE	243	-	243	291,231	284,120	7,111
NET RESERVE INCOME	23,442	23,804	(361)	(5,419)	1,479	(6,898)
COMBINED OPS & RESERVE INCOME	97,241	97,858	(617)	1,175,043	1,174,317	726
COMBINED OPS & RESERVE EXPENSE	80,680	69,968	10,712	1,192,314	1,190,519	1,795
OPS & RESERVE CASH FLOW	16,561	27,890	(11,329)	(17,271)	(16,202)	(1,069)