



## Minutes

**Stonewood Homeowners Association  
Board of Directors – Regular Meeting  
July 2, 2025  
7:00 p.m.**

**Board Meeting held at 963 Stonewood LN.**

**Call to Order:** The meeting was called to order by Louis Gonzalez at 7:00pm.

**Attendance:** Louis Gonzalez, Loren Omoto, Marcy Hill, Jon Mark Sprowl, Jack Armstrong, Mariel Kagan

**Guests:** Anetta Baba, 454 Forestwood Ln, Linda Armstrong, 453 Forestwood Ln, Diane Vitello

### **Approval of Minutes**

- Meeting of March 4, 2025: A motion to approve the Minutes was made by Louis Gonzalez, and seconded by Marcy Hill. The Minutes passed unanimously.

### **Officer Reports**

- **President's Report**
  - **HOA Board Member Resignation, Steven Luppert** – Louis shared with the Board information concerning the relocation of Board Member Steven Luppert and his family, and the upcoming sale of his home at 986 Stonewood LN. The Board Members present extended their thanks to Steve, for his contributions to the Board during his tenure.
  - **HOA Board Officer Vacancy** – Louis advised the Board that the Vice President position, formerly held by Steve Luppert, is now vacant.

After discussion, upon motion by Mariel Kagan, seconded by Marcy Hill, Jon Mark Sprowl was selected to assume the role of Vice President on a temporary basis until the election to be held at the Annual Meeting of the Board in October, 2025.

- **HOA Board Member Vacancy** – Upon discussion, the Board Member vacancy which arose following the election of Jon Mark Sprowl to the Vice President position will be filled during the Annual Meeting of the Board in October, 2025.
- **Treasurer’s Report**
  - **June 30, 2025 Financials** – Loren Omoto presented the June 30, 2025 Financials to the Board; discussion ensued.
  - **HOA Dues Status** – Loren Omoto reviewed the HOA dues status, and noted that two HOA members have outstanding balances due. He advised the Board that one home is in collections and the matter is being handled by the HOA Attorney, in the current amount of \$2,000. The second home is under a voluntary payment plan. Loren reported that the first payment was made in May, 2025, and no payment was made in June. The total amount currently owed is \$300.
  - **Post Office Box Renewal** – Loren Omoto informed the Board that the Post Office Box renewed in June, 2025, and the yearly renewal fee was \$188. It is now paid through June, 2026.

### Old Business

- **Requirements for HOA Board Membership, Florida Regulations**
  - **Board Member Course Certificates** – Mariel Kagan will provide copies of the Member’s Certificates to Loren Omoto, per his request, for posting on the HOA website. One Member is in the process of obtaining the required Certification presently.
- **Association Attorney**
  - **Selection Process for HOA Counsel** – Louis Gonzalez reviewed the process of due diligence that the Attorney Selection Committee is undertaking to vet the candidates for HOA Counsel. He advised that

he, Mariel Kagan, and Loren Omoto, have met virtually with two candidates through this date. The interviews included questions regarding their expertise in representing HOAs, retainer agreements, fees, collection capability, and practice styles. He advised that one of the interviews had taken place a few hours prior to the Board Meeting, and noted that there were approximately 2-3 more interviews to go. He advised that the Committee hopes to have a recommendation for the Board at the September Meeting.

- **Retrospective Review of Prior Legal Billing Statements** – Louis Gonzalez advised that the Committee Members had received copies of legal billings from the previous years, but that little information could be obtained from them.
- **Review of HOA Legal Files** – Louis Gonzalez advised that the Committee Members now had access to the current Law Firm's portal for review.
- **HOA Bank Accounts**
  - **Updated Authorized Signatories** – Mariel Kagan informed the Board that she had a meeting with the Chase representative who provided assistance with processing Signature Authority for the President, Treasurer, and Secretary of the Board. She is now a duly authorized signatory, in addition to Louis Gonzalez and Loren Omoto.
  - **Reconciliation of Authorized Signatories** – Mariel Kagan noted that during her meeting with Chase, she requested a reconciled list of the authorized signatories for the Stonewood HOA accounts. The Chase representative was able to show Mariel the list of authorized signatories on his computer. Unfortunately, it was not a 'reconciled' list and former Board Members were still noted to be approved signatories. Mariel will work with Chase to delete the signatories who are no longer authorized and assure that signature authority will be limited to the three duly appointed Officers of the HOA Board.

- **HOA Governing Documents**

- **Identification of Sections Needing to be Addressed** – Louis Gonzalez noted that candidates for the Association Attorney position will be reviewing the Governing documents as part of the selection process.

### New Business

- **Stonewood Landscaping Company Concerns** – Marcy Hill discussed problems with respect to the present Landscaping company. She identified such problems to include: care of the hedges, entrances and islands. She has spoken with the landscaper multiple times over the past months. Discussion ensued. Marcy Hill advised that she would be meeting with the Landscaper this Saturday to review the concerns and obtain assurances for improvement going forward. She requested that Board Members provide the names of any alternative landscaping companies that may be considered to provide services to Stonewood, if needed, in the future.
- **HOA Member Communication**
  - **Homeowner Email, Front Yard/Landscape Concern** – Anetta Baba, 454 Forestwood, presented her concerns regarding a home with a front (and back) landscaping situation. Concerns were discussed. It was noted that a letter had been sent to the homeowner by the HOA Board on August 8, 2022, requesting cleanup, without follow-up. After discussion, it was suggested that two representatives of the HOA Board visit with the homeowner for a conversation regarding what could be done to improve the property from a visual and safety perspective.
  - **Homeowner Email, Tree Damage/953 Stonewood Concern** – Loren Omoto presented an email received from a Homeowner to “go on record” advising the HOA Board of the damage that was incurred by their fence and yard when a large branch fell from a tree on a neighboring property. The Board noted the occurrence.
  - **Homeowner Email, Request Approval to Repair Driveway/ 972 Stonewood Ln Concern** – Loren Omoto presented an email received from a Homeowner who had redone their driveway.

- **HOA Expo, Presentation Concerning Shopping for Insurance (for HOA Board Member information)** – Loren Omoto will send a copy of the presentation referenced to the HOA Board Members, as it is time to review the HOA insurance market prior to the renewal of the Stonewood HOA’s insurance portfolio. Mariel Kagan and Loren Omoto will reach out to Bevrlee Lips (former Board Member and Insurance Agent of Record) for current information regarding the HOA Insurance policies and coverage.

### **Next Meeting**

After discussion, Louis Gonzalez advised that the next meeting of the HOA Board will be held on Wednesday, September 10, 2025. Marcy Hill graciously offered her home as the location for the upcoming HOA Board meeting.

### **Adjournment**

Upon motion of Loren Omoto, seconded by Marcy Hill, the meeting was concluded at 8:30 pm.

Respectfully submitted,

Mariel Kagan, Secretary

Stonewood Homeowners Association