

Fenwick HOA Board Meeting Minutes for March 18th, 2013 **Held at Fenwick Clubhouse, 16801 Fenwick Blvd**

Call to order by President, Bill Trimble at 7:00 p.m.

Board Members in attendance: Bill Trimble, John Carney, Jeff Andeel, Jim McGoodwin, Mark Russell

Absent: Jeff Hutson, Dr. Zahid Cheema, June Aduddell, and Jen Sokolosky

Guests: Robert Ballard, Molly Plangman (Rose Lake Board member to observe meeting process), Rick Leist, as well as: Carl & Debi Franklin, CCMS

Actions taken at Meeting:

- Approval of minutes from previous meeting(s): January 21st (motion by Bill and 2nd by John; all in favor) and February 18th (motion by Bill, 2nd by Jeff A., all in favor).

Old Business:

- Suggestions for catch and release notification for the pond area
 - Prints of proposed notices presented by Bill
 - Estimated quotes were \$161.32 (rectangular) or \$178.86 (arched top).
 - Motion by Jim to use the green (arched top); 2nd by John. 4 in favor; 1 opposed
 - Bill stated cost will vary some depending on notice chosen; it will need to be adjusted in size due to arch design to fit the location. Arched top notice passed and Bill T. will order it.
- Ponds Rx scheduled has measured the pond
 - Presentation by John Turner who stated the Fenwick pond is now in great shape. John commented on the aerators, which continue to move silt downstream. He stated that Fenwick Board was wise in their selection of the contractor they chose to dig out the silt and re-shape the pond (he know of other contractors who are less expensive but don't back up their work and sometimes the pond is left dry. He has taken measurements and has a metric map of our pond now. Stated it went from 2' to 5' depth under the bridge and 6' main depth at this time. The ponds have good slopes and cuts now.
 - John will monitor closely when City of OKC implements the sewer widening effort and he will know if they cause silt to fill the pond. Stated he has experience in another community who was successful in securing payment from the City in a previous case and he's confident he can take care of the ponds so we don't have to worry but just enjoy them.
 - Ponds need structure items (e.g., old Christmas trees and barrels)
- Ponds Rx ordered and provided oversight of re-stocking the main central pond and Bill T. was on site also to oversee the # and size. John stated he ended up going with less fish than proposed because he realized it would benefit the fish growth, etc., if we stock again next year too so instead of spending \$1,650 this year he spent \$850 and requested permission to spend that much again next spring. Bill made a motion to agree to that approach; Jim 2nd the motion and all were in favor.
- John stated he considers himself to 'build tranquility' and he is very proud of the Fenwick project and considers it a true success
- John recommended we feed the fish now and then begin hosting community fishing derbies in one or two years to help the fish population not become overcrowded.

Community Preservation Committee:

Presented by Jeff Andeel

- Since the last Board meeting on Feb 18th, CPC has sent 3 letters for Fenwick Gated and 24 for Fenwick main.
- The ability to submit complaints anonymously on the website has been successfully installed and we have received only minimal complaints thus far.

- Discussion regarding 2nd of 2 \$100 fines. Debi stated the homeowner has sprayed for weeds and was having the window screen replaced and has requested the Board consider waiving his \$100 fine. Due to the length of time involved that it took for the homeowner to contact the committee or CCMS and to affect the repair and spray the yard and the history of past lawn problems the Board was not inclined to waive this fine. No motion made. CCMS to send another invoice to this homeowner for the \$100 fine.

Treasurer's Report:

Presented by Carl Franklin, CCMS

- The monthly statement was presented & reviewed by the Board
- Carl requested approval to transfer funds as budgeted from the money market to the reserve account at Quail Creek bank. Bill made a motion and Jim 2nd; all were in favor.
- Carl requested direction re: late fees. The Board directed CCMS to refer all waivers of the late fees to them for Board decision/approval except in those cases where the situation expressly warranted it early on (e.g., statement mailed to on-site address instead of the homeowner's off-site location, etc.). Carl requested waiver of \$50 late fee for Ms. Tresler who lost her husband recently and overlooked the statement. Jim made a motion to waive Ms. Tresler's late fee; John 2nd and all were in favor. Carl will e-mail other requests for late fee waivers to the Board.

CCMS report:

Presented by Carl and Debi Franklin

- Carl briefed the profit and loss, balance sheet, deposit detail, check detail, clubhouse expense and income report and the new homeowner's report
- Debi briefed the violation report and delinquency report.
- The three new homeowners are:

Rebecca & Brad Addison	16509 Fenwick Blvd
Charles & Karen James	17112 Wales Green Ave
Adrian Bond	16612 Brewster Lane

Clubhouse Report/Pool Report

- The Clubhouse had five (5) rentals in February.
- CCMS reported they are beginning to hire new staff for the pool.

Fenwick Maintenance Committee (FMC) Report:

Bill Trimble, Chair

No meeting held on March 4th, 2013 – no report.

Architectural Report:

Jim McGoodwin, Chair

- Jim stated there were no new applications received. Debi mentioned an application was turned in to CCMS from Mr. Highfill for a shed and to finish a pavilion but the homeowner does not yet know what he plans to do (stated 'lots of possibilities'). Homeowner was advised re: the requirement for more detail – application pending.

Social Committee Report:

Jen Sokolosky, Chair

- No report
- Debi stated a homeowner responded to the community blast and is possibly interested in volunteering to facilitate the annual Easter egg hunt. Requested a budget and stated in 2011 funds in the amount of \$361 were expended. Jim made a motion to approve \$360 for reimbursement of items purchased (receipts required); Jeff A. 2nd and all were in favor.

Website:

John Carney—no report – noted the anonymous complaint button has been added to the website and is functioning as expected.

New Business:

- Posting of signs on new black lamp posts. It was discussed and decided that posting of signs using tape is damaging to light posts and all other structures and there is a City ordinance against posting signs in public areas as well as OG&E requires pre-approval to put anything on their light poles. Action was assigned to CCMS to put out a community blast and for John to post to the website a memo stating 'no posting', that all signage will be promptly removed and to reference cost and damage.
- Bill mentioned Carl's idea of taking the glass off 1/3 panel of the community bulletin board for a trial period to allow community postings. Everyone liked the idea
- Jim agreed to work on wording for a rule addressing this issue to be placed on the annual meeting agenda.
- Bill opened the floor for guests to address the Board. New homeowner, Rick Leist, addressed the Board asking for more information about the covenants governing architectural projects. The Board welcomed Mr. Leist to Fenwick and directed him to the website. CCMS took an action to also provide a copy of the rules, covenants, and a blank architectural application by e-mail.
- Guest from Rose Lake, Molly Plangman, thanked the Board for allowing her to attend and observe how Fenwick facilitates their Board meeting and the Board thanked her for coming and offered assistance with website information regarding best practices reports and contact info for the CPC committee and CCMS.

Bill requested the meeting adjourn at 8:30 pm and there were no objections. The next meeting is April 15th, 2013 at 7:00 p.m. at the Clubhouse.