

**Fenwick HOA Board Meeting Minutes for July 17, 2017  
Held at Fenwick Clubhouse, 16801 Fenwick Blvd**

**Board Members in attendance:** Jeff Andeel, Harvey Jones, Lisa Sutliff, Bill Trimble, Caroline Turan, Tom Fiordelisi and Divya Bhatt

**Absent:** Greg Blackwood, Mark Russell

**Guests:** Robert Ballard, Robert Feinberg, Emily Garman, Preston Keith

**Call to order** – President Jeff Andeel at 7:02 p.m.

**Review of Minutes:** The June 19 minutes were not available for the Board's review. Tabled for August 21 meeting.

**Old Business:** None

**New Business:**

- **Lifeguards in 2018?** Sutliff and the Budget Committee asked if it should budget for pool lifeguards and a professional management company in 2018. After discussion of several factors, including that the pool season has gone very well with few issues, Andeel made a motion, seconded by Fiordelisi, to not budget for lifeguards or a professional pool management company in 2018. Motion passed unanimously.
- **Annual Meeting:** The Board began discussing the date and location of the 2017 annual meeting. Trimble and Jones prefer the more formal atmosphere and acoustics of the school cafeteria at West Field Elementary School over the HOA clubhouse. After discussion, the Board agreed. Andeel suggested the dates of Nov. 14 or Nov. 16, which is contingent on the school cafeteria's availability. Andeel assigned Blackwood the task of contacting the school to schedule the annual meeting.
- **Recruiting Future Board Members:** Andeel recommended the creation of a packet for homeowners interested in joining the HOA Board of Directors. It would include the current information form plus the addition of a report from HOALeader.com that explains board members' roles and responsibilities. The group agreed. Sutliff recommended the Board begin promoting the information to homeowners.
- **Maintenance Committee – Budget for 2018:** Jones previously emailed the committee's proposed maintenance budget to board members for review. He described each item.
- **Maintenance Committee – New Projects:**
  - a) Jones made a motion, seconded by Fiordelisi, to hire Earth & Arbor at a cost of \$3,800 to remove three large dead trees that have become safety hazards. Motion passed unanimously.
  - b) In a continuation of the Garden Village drainage project, Fiordelisi moved, seconded by Trimble, to spend up to \$4,500 to purchase and plant approximately 8 trees in the Garden Village wetlands to absorb excess water. Motion passed by a vote of 6-1 with Bhatt voting no.
- **Garden Village Cul-de-sacs:** Garden Village President Preston Keith said the GV Board is considering removal of the curbed grassy medians at the end of several GV roads. Trimble and board members said there would be no problem with removal of the medians maintained by Main HOA.

**Treasurer's Report – Lisa Sutliff:**

- Reviewed June 2017 monthly financial statements.

**Maintenance Committee – Harvey Jones:**

- Playground mulch was purchased then installed by volunteers. Trimble made a motion, seconded by Jones, to pay Carl Franklin \$75 for equipment rental to spread the mulch, which saved considerable time and manpower. Motion passed unanimously.

**Community Preservation Committee – Rob Ballard:**

- 37 violations were issued in the past month
- Several overnight parking violations.

**Pool Report – Lisa Sutliff:**

- The Frogs swim team season ended July 13 after their final meet. About 40 kids participated so they got a third coach in June. Board members agreed they were very pleased with the Frogs' return and benefit to the neighborhood.
- Board members reviewed a list of expenses that took the place of the budgeted professional pool management company and lifeguards.
- Bought \$100 in pool toys
- 400 keycards distributed to date

**Architectural Committee – Trimble and Andeel:**

- No news to report

**Social Committee – Caroline Turan:**

- Fall Festival and Breakfast with Santa are scheduled.
- The committee will meet soon to plan additional activities, such as a wine tasting or potluck.
- Bhatt wants to deliver welcome packages to new homeowners. Fiordelisi will research where to find closing info.

**Nominating Committee – Mark Russell:**

- No report

**Communication Report – Jones and Sutliff:**

- Jones is working on a new website after the previous one crashed during upgrading. Emily Garman volunteered to assist.
- Sutliff will begin working on a newsletter.

Next meeting is scheduled for Monday, August 21.

Trimble made a motion, seconded by Andeel, to adjourn the meeting. Meeting adjourned at 8:30 p.m.