

Fenwick Homeowners Association Board of Directors Monthly Meeting Minutes

Date: January 19, 2026

Location: Fenwick Clubhouse

Directors Present: Lisa Sutliff, Russell Quesenberry, Philip Nokes, Patrick Fowler, Alex Bales, Cary Williams

Directors Absent: Divya Bhatt, Duane Jones, Mamunur Rahman

Guests: Misti Austin

1. President Sutliff called the meeting to order at 7:01 p.m.
2. Open Forum for Resident Comments – None
3. Approval of Minutes
 - a. Nokes made a motion, seconded by Quesenberry, to approve the Board Meeting Minutes of November 17, 2025. Motion passed.
4. Old Business – None
5. New Business
 - a. **Resignation of Board Member:** Nokes announced his family is moving to a smaller home outside of Fenwick and submitted his resignation from the Fenwick HOA Board, effective Feb. 1, 2026. Sutliff and the board thanked Nokes for his valuable work for the past five years.
 - b. **Request for discount of monthly clubhouse commercial rentals in 2026**

Homeowner Misti Austin said that she hopes to rent the clubhouse to host commercial craft classes one day per month. She requested a discount on the \$150 daily commercial rental fee if she books for the 11 remaining months of 2026. The board requested a copy of Austin’s commercial liability insurance. After discussion, Bales made a motion, seconded by Quesenberry, to provide a \$125 commercial rental rate to Austin for an 11- or 12-month schedule through the end of 2026. Motion passed.
 - c. **Review bid for sod at erosion area**

Bales provided a bid to place 6 feet of sod to prevent dirt erosion around the newly installed riprap on the west side of the clubhouse and swimming pool. Additional sod will be needed in one or more areas, which could be considered in the spring. Quesenberry made a motion, seconded by Williams, to approve the bid of \$1,800. Motion passed.
 - d. **Committee assignments**
 - 1) Social Committee: A new chair is needed.
 - 2) Swimming Pool: A new chair is needed.
 - 3) Maintenance Committee: Russell Quesenberry will continue as Chair. Pat Fowler and Alex Bales will also serve on the committee.
 - 4) Architectural Committee: Jeff Andeel will continue as Chair.
 - 5) Community Preservation Committee: Jeff Andeel will continue as Chair. Committee members include Quesenberry, Bales, Bhatt, Sutliff and Williams.
 - 6) Nominating Committee: Hold for future meeting.
 - 7) Rules Committee: Hold for future meeting.
 - 8) Welcome Committee: Marissa Brugger continues as Chair.
 - 9) Communication Committee: Lisa Sutliff continues as Chair.
 - e. **Garage sale dates**

After discussion, the dates were set as June 5-6 and Sept. 11-12, 2026. The fall date was scheduled for the second week of September as both OU and OSU have home football games scheduled on the third Saturday, which could affect participation and attendance.

6. Reports

- a. **Garden Village HOA** – Williams provided a brief report on the transition to a new Garden Village HOA board of directors, as well as the city water main breaks and issues with a few street signs installed last year on OG&E poles.
- b. **Treasurer** – Alex Bales
 - Current assets as of Dec. 31, 2025: \$9,595. Reserve Funds \$299,319. Total Assets \$308,914.
 - Bales made a motion, seconded by Nokes, to approve the transfer of \$30,000 from the reserve account to the operating account for the erosion project expense completed in December. Motion passed.
 - **Bank signature cards.** Sutliff explained that the HOA has 5 bank accounts (Operating, Maintenance Committee, Social Committee, Reserve and Arvest Money Market Reserve) and that the account signatories need to be updated to include the new treasurer. After discussion, Quesenberry made a motion, seconded by Bales, to appoint Sutliff, Quesenberry and Bales as signatories on the bank accounts and that all other signatories be removed from the accounts. Motion passed.
- a. **Maintenance Committee** – Russell Quesenberry
 - Fowler ordered glass for the clouded clubhouse window plus all four front windows that were beginning to cloud. Fowler made a motion, seconded by Quesenberry, to approve the \$2,320.62 purchase to Binswanger Glass. Motion passed.
 - Sutliff said Fenix Lawn & Tree treats the trees for pests annually. This year's bid is \$1,997.35. Quesenberry made a motion, seconded by Bales, to approve. Motion passed.
 - Fowler reported that most irrigation lines around the clubhouse and parks are not working, which was not unexpected considering the heavy equipment and digging during the two large projects in December. He will contact Grooms for repair.
 - Nokes requested a bid for tree trimming, and Bales has a bid for more playground mulch, but it is tabled until February or March.
- b. **Social Committee**
 - Easter egg hunt is scheduled for April 4 and volunteers are needed to organize it.
- c. **Community Preservation Committee**
 - Since the November report, 7 letters have been sent – 4 noise, 1 sign, 1 trash, 1 decorations.
- d. **Architectural Committee**
 - Approved: 1 garage doors replacement and painting, 1 sunroom, 1 roofing shingles.
 - **Swimming Pool** – No report
- e. **Nominating Committee**
 - As of Feb. 1, there will be an opening on the board of directors to fulfill Nokes' term, which is scheduled to end in November 2026. Nokes served on the board for five years. Sutliff announced that she would need to step down from the board in November (after 11 years) due to other obligations.
- f. **Rules Committee** – No report
- g. **Communication** – Lisa Sutliff
 - The invoices for annual dues will be assembled and mailed by volunteers to save a little money. A newsletter with a plea for volunteers and the 2025 year-in-review list will be included with the invoice. At least one email newsletter will remind homeowners to pay dues by the March 1 deadline.

7. **Adjourn:** Nokes made a motion, seconded by Quesenberry, to adjourn the meeting. Motion passed and Sutliff adjourned the meeting at 8:37 p.m.