

**Fenwick Homeowners Association
Board of Directors Monthly Meeting Minutes**

Date: October 21, 2024

Location: Fenwick Clubhouse

Directors Present: Lisa Sutliff, Russell Quesenberry, Heather Mayes, Phillip Nokes, Pat Fowler,
Duane Jones

Directors Absent: Shawna Aldridge, Mamunur Rahman

Guests: None

President Sutliff called the meeting to order at 7:03 p.m.

OPEN FORUM: None.

Approval of Minutes:

- a. Nokes made a motion, seconded by Quesenberry, to approve minutes of the Board meeting on Sept. 16, 2024. Motion passed.
- b. Quesenberry made a motion, seconded by Nokes, to approve minutes of the Special Board meeting on Oct. 4, 2024. Motion passed.

NEW BUSINESS:

- a. Fountain pump replacement: Board discussed delaying motion for financial reasons unless it is critical to the pond's health. The board electronically approved by unanimous consent repair of the pond aeration system at a cost of \$1,129 on Oct. 9.
- b. Brick panels replacement near 164th Street entrance: Quesenberry led discussion of broken brick panels. Jones made a motion, seconded by Fowler, to replace the three broken panels at a cost of \$4,000 per panel. Motion approved.
- c. Erosion correction by north pond: Quesenberry led discussion on options to address erosion by the north pond. Issue was tabled.
- d. Storm damage roof claim: Quesenberry said State Farm reviewed storm damage on the roofs of the clubhouse, pool pump building and pavilion and is expected to provide payment to replace them.

OLD BUSINESS:

- a. 2025 Budget: In Treasurer Sutliff's absence, Sutliff reported that the budget committee approved the board's request from the Oct. 4 meeting to reallocate funds from the landscaping contract line to the tree clean-up line. Quesenberry made a motion, seconded by Jones, to approve the modified 2025 budget with annual dues of \$560 per lot. Motion passed.
- b. Annual Meeting: Board members reviewed items to be mailed to homeowners as notice of the annual meeting. Mayes made a motion, seconded by Quesenberry, to hold the annual meeting on Nov. 14 at 7 p.m. at the clubhouse. Motion passed.

REPORTS:

Treasurer's Report – Shawna Aldridge, Treasurer

- Bank account report as of Sept. 30, 2024: Operating accounts: \$59,365. Reserve account: \$280,481. Total Assets: \$339,847.
- Sutliff provided an analysis of 2024 expenses to date for items that are allocated to be covered by reserve funds. The amount is \$20,373.67, which includes the \$12,000 for replacement of three brick panels approved during this meeting, After a discussion, Jones made a motion, seconded by Quesenberry, to reimburse the operating account \$20,373.67 from the reserve account. Motion passed.

Maintenance Committee – Russell Quesenberry, Chair

- Quesenberry led a discussion of the proposed contract for landscape services. Fowler and Quesenberry will discuss the board's questions and changes with the vendor.

Social Committee – Shawna Aldridge, Committee Member

No report

Community Preservation Committee

Sutliff reported the cost of the violation software will increase by \$100 per month beginning in January unless we find another vendor to track violations and mail notices to homeowners and residents. Since the September report 46 violation letters were sent as follows: 11 landscaping, 3 vehicle parking, 2 trashcans/trash, 2 noise, 1 garage sale.

Architectural Committee

Sutliff reported that the committee approved: 1 room addition, 1 fence, 5 roofing shingles, 1 gutter color change.

Pool – Shawna Aldridge, Chair

No report

Nominating Committee – Duane Jones, Chair

No report

Rules Committee – Heather Mayes, Chair

No report

Communication – Lisa Sutliff, Chair

Sutliff will send the annual meeting documents to the management company to mail to homeowners. She will email reminders to residents.

There being no other business, Mayes made a motion, seconded by Nokes, to adjourn the meeting. Motion passed and Sutliff adjourned the meeting at 8:33 p.m.