

Fenwick HOA Board Meeting Minutes for November 15, 2010

INTRODUCTION OF BOARD NOMINEES Candidates

2011-2013 TERM

- June Aduddell
- Bliss Sawyer
- Floor open for new nominations
- Vote on candidates

New members took their seat on the Board

Members present – Mindy Geist, Bill Trimble, Lauralee Williams, Jeff Hutson, June Aduddell, Floyd Treiber, and Susan Willard

As well as: Carl and Debi Franklin, CCMS, Lindsay Coffman, Davis Baker

Absent: New member – Bliss Sawyer

Mindy was voted to sit as President

Lauralee voted to sit as Vice President and to continue as social chair

Bill voted to continue as Maintenance Chair

Susan agreed to continue as Secretary

David Baker addressed the Board, wanted his second letter of his barking dog and notification of the rules documents about noise in Fenwick rescinded.

The Board decided that the issue had solved itself and chose to remove the second “notice” from record but would keep the letter on file with no changes due to the request by David Baker for the clarification of the rules.

Notice of Continuation of 2010 Annual Meeting

The annual meeting for your Fenwick neighborhood HOA was held Thursday, October 28, 2010, as planned, however a quorum was not reached and the meeting was adjourned. In accordance with the By-Laws, a continuation of the annual meeting is required. This meeting will be mainly informational in nature. A brief overview of the 2011 budget will be presented and the Board will vote on the new clubhouse rule (see below). The only Member business to be conducted will be voting to fill 3 vacant Board seats. Also in accordance with the By-Laws, **those present at this meeting in person or by proxy shall constitute a quorum.**

New ballots will be issued for all in attendance in person and by proxy including for all proxies previously received as long as the appointed designee attends to receive the new ballot. If you were designated as a proxy but do not attend this meeting, a ballot will not be issued for said proxy and the designation shall become void. In those cases where the Board is designated as the proxy, new ballots will be issued and executed by the Board as previously requested by the

Member. If you are not able to attend this meeting you may still designate a proxy by using the one you received in the previous mailing. If you need a proxy form and can't locate one please contact CCMS at ccmsok@gmail.com and a new proxy will be mailed to you.

ASSOCIATION ANNUAL REPORT-- Mindy Geist, Sitting as speaker

- YTD expenses are under budget with the exception of POOL RESURFACE (done earlier than planned)
- CLUBHOUSE PAINTED inside and out
- Pump house TRIM PAINTED on workday by volunteers
- Pool FENCE PAINTED
- FOUNTAIN REPAIRED
- PLAYGROUND MULCH added by volunteers
- TREES TRIMMED by volunteers and contractor

FENWICK MAINTENANCE REPORT - November 1, 2010

Call to order: 7:05

Minutes Review: for Oct-04, motion to approve – **No meeting, no approval**

DRAINAGE CANAL ROCK DAMS - NORTH OF 171TH-- **ON HOLD**

FGV water flumes with swales at bottom that hold water-- **ON HOLD**

CONCRETE PARK BENCHES – **COMPLETE – REMOVE**

POOL DECK WATER DRAINAGE--Discussion of method; higher curbing, lowering water swale, removing of trees & new grass--**ON HOLD**

WOOD BENCH'S ACROSS 4 CUT TREE STUMPS IN PARK --**ON HOLD**

FGV ISLANDS - Discussion to clean up islands in FGV. Remove dead shrubs and fill with soil to level. FMC would fund dressing up islands if FGV residence would volunteer to manage, dress up, maintain and water. Joe will take idea to FGV board for further discussion. **Bowman has removed dead shrubs, islands looking better.**

BRICK COLUMN ON PENN - **Brian & Joe will build a temporary brace. Carl or Bill will call for help Wednesday, 3rd after 4:00 pm. Material is in storage.**

NEW BUSINESS

Brian Walzel has resigned his seat on the FMC. **We will miss his help and input with Fenwick.**

POOL CHAIRS AND EQUIPMENT TO STORAGE UNIT--**Moved after meeting. – Completed – Remove from agenda**

BOWMAN OWES 20 HOURS OF FREE TIME DURING OFF SEASON.

- TREE TRIMMING. ?
- STONE EMBANKMENT. **Tabled until we can evaluate the grounds.**

BOWMANS MOWING CONTRACT – **One year or two year price lock in. Carl motion, Lindsay 2nd, passed; FMC recommends we go with the two year price lock in contract with an additional 40 hours of free labor for a total of 60 free hours to use. Bill will address the Board.**

CLUB HOUSE WINDOW – BIDS TO REPLACE GLASS - **Carl called for three bids, received only two. Joe motion, Dale 2nd, passed; FMC recommends GEORGE KNOX at \$1,530.00. Bill requested board vote by email – vote for Knox – (Bill, Jim, Mindy, Lauralee, John, Wess, Jeff, Floyd). – PASSED, Carl to order. Installed and complete.**

Adjourned at 7:45 pm.

Next meeting: December 6, 2010

010 MAINTENANCE MAN OF THE YEAR AWARD --JOE HAUSKNECHT

2010 VOLUNTEER OF THE YEAR AWARD--LAURALEE WILLIAMS

SECURITY PATROL-- John Carney, Board Member

- Governed by OCPD – Springlake Division – Community Relations Officer, MSgt. Erick Huff, 316-5138
- Crime prevention
 - Crime Stoppers – 235-7300
 - Citizen Alert
 - <http://www.okc.gov/PublicNotificationSystem/Forms/CitizenAlert.aspx>
- VOLUNTEER CRIME PATROL
- TRAINED BY OKC POLICE

2011 BUDGET OVERVIEW -- Jeff Hutson, Treasurer

These figures are based on current **estimates** through the end of 2010

2011 Projected Expenses:

Administrative \$ 45,150.00

Clubhouse Expenses 14,320.00

Pool Maintenance/Operations 42,410.00
 Landscaping and Grounds 114,025.50
 Utilities 20,250.00
 Reserves 16,300.00
 BASE EXPENSES \$252,455.50
 REQUIRED FROM DUES \$252,455.50/712 = \$354.57 per house
2011 DUES ASSESSMENT \$355.00

**2011 RULE ADDENDUM (Clubhouse) Board of Directors
 Effective 7 Nov 11 if Approved**

Clubhouse disturbing the peace RULE:

The clubhouse and pool area shall not be used for any activity that is likely to disturb the peace and quiet of the neighborhood. The Fenwick Homeowners Association (HOA) reserves the right to shut down the clubhouse and pool if it is determined that the use of the facilities violates this provision. Any payment for the rental of the clubhouse and pool shall be retained by the Association and future rights/privileges of said homeowner to rent the facilities may be suspended indefinitely by the Board. The Board may enforce this provision even if the homeowner using the facilities has obtained a noise permit.

VOTE (BOARD ONLY)

Clubhouse disturbing the peace RULE: Because the members were not in favor of the new suggested rule, the Board chose to not adopt it as part of The Fenwick Rules. Instead the rental agreement for the clubhouse would be re written to address the issues that the renter must agree to and sign.

2011 BUDGET DETAIL --Carl Franklin, CCMS

2011 Budget Fenwick Income and Expenses Income Actual & Estimates:

	2008	2009	2010	2011
Interest	\$2992	\$1270	\$1215	\$1500
Fees Collected	\$2370	\$2617	\$1250	0
Clubhouse Income	\$4425	\$6083	\$7375	\$6000

ADMINISTRATIVE ACTUAL PAST & ESTIMATED FUTURE EXPENSES:

	2008 (Actual)	2009 (Actual)	2010 (est.)	2011(budget)
Total	\$48,416.21	\$44,396.26	\$44,990.80	\$65,400.00

Fenwick Main Home Owners Association Budget Detail 2011

LANDSCAPING & GROUNDS (Required Maintenance) contracted mowing/lawn care

- SUBTOTAL \$101,625.50

General Maintenance Requirements

- Subtotal \$14,400

Clubhouse Operation & Maintenance

- Total \$12,320

Pool Operation & Maintenance

- Total \$42,410

RESERVE FUNDS	YRS TOTAL COST	COST/YR	COST/HOME (700 Homes)
Totals	\$151,300	\$16,300	\$22.89

2011 BUDGET OVERVIEW (PROJECTED) FOR FENWICK HOA (These figures are based on current *estimates* through the end of 2010)

2011 Projected Expenses:

- Administrative \$ 45,150
- Clubhouse Expenses \$ 14,320
- Pool Maintenance/Operations \$ 42,410
- Landscaping and Grounds \$ 114,025.50
- Utilities \$ 20,250
- **BASE EXPENSES \$236,155.50**
- RESERVES \$ 16,300
- **REQUIRED FROM DUES \$252,455.50 / 712 HOMES**
- **DUES \$355.00**

Annual assessed dues are based on 712 collectable homes

VOTING RESULTS CCMS

Q&A (OPEN FORUM) ALL

Adjourned at 8:12