

Fenwick Homeowners Association

Board of Directors Monthly Meeting Minutes

Date: August 17, 2026

Location: Fenwick Clubhouse

Directors Present: Lisa Sutliff, Duane Jones, Alex Bales, Patrick Fowler, Meredith Hines

Directors Absent: Divya Bhatt, Mamunur Rahman

Guests: Thomas Fiordelisi

1. President Sutliff called the meeting to order at 7:01 p.m.
2. Open Forum for Resident Comments – None
3. Approval of Minutes for July 20, 2026, meeting. Motion: Bales. Seconded: Hines. Motion passed.
4. New Business – None
5. Old Business – None
6. Reports
 - a. Treasurer – Alex Bales
 - Current assets as of July 31, 2026: Operating \$248,089, Reserve Funds \$274,506, Total Assets \$522,596
 - Third reserve account: Open an additional reserves account at Arvest Bank and transfer the 2026 budgeted amount of \$96,877 from Operating to the new account. Motion: Fowler, Seconded: Jones. Motion passed.
 - Lien filing: The NSC management company charges large fees to file a lien for unpaid dues and those fees are put on the homeowner's account. Due to the large fees, volunteers are planning to file liens instead. That process will begin soon.
 - 2027 Budget planning: Maintenance committee will meet this week, then budget committee will meet by early September.
 - b. Maintenance Committee – Alex Bales
 - Discussed plan for landscaping bids for 2027-2028.
 - Pavilion needs to be repainted after graffiti. Power washing is not a solution as it would remove existing paint.
 - Common area signs are fading and could be replaced with pool signs soon.
 - Bales replaced parts in women's restroom toilet to correct the problem so a full replacement was not required.
 - c. Social Committee
 - A pool glow party was held on Aug. 21 to celebrate kids going back to school.
 - The next garage sale is scheduled for Sept. 11-12. Hines will coordinate signage.
 - Homeowner Tom Fiordelisi said his company, Mr. Handyman of North OKC and Edmond, will host a free hot dog lunch for residents on Labor Day, the last day of pool season.
 - d. Community Preservation Committee – Lisa Sutliff
 - Since the July 2026 report, 17 letters have been sent as follows: 7 Rubbish and Debris, 5 Landscaping, 2 Signs, 2 Vehicle Parking, 1 Noise.
 - e. Architectural Committee
 - Approved 1 solar roof vents, 1 roofing shingles, and 1 exterior painting.
 - 1 Horizontal fence/gates approved by Board via email.

- f. Swimming Pool – Meredith Hines
 - Last day of pool season is Labor Day, Sept. 7.
 - Maintenance will be done after the season ends.
- g. Nominating Committee – Duane Jones
 - Jones is talking to homeowners and looking to fill the two vacant positions on the board.
- h. Rules Committee – Divya Bhatt
 - No report in absence
- i. Communication – Lisa Sutliff
 - An emailed newsletter about the end of pool season and garage sale dates was sent to residents. A reminder email will include the Mr. Handyman event detail for Labor Day.
- 7. Other Business
 - None
- 8. Meeting Adjourn: Motion: Fowler, Seconded: Bales. Motion passed and Sutliff adjourned the meeting at 7:50 p.m.