**Fenwick Homeowners Association**

**Board of Directors Monthly Meeting Minutes**

**Date: July 16, 2018**

**Members Present:** Jeff Andeel, Harvey Jones, Lisa Sutliff, Robert Feinberg, Greg Blackwood, Caroline Turan, Emily Garman

**Members Absent:** Divya Bhatt

**Guests**: Heather LaQuerre, Keya Trout, Loreanne Cowan, Nancy and Felix Norsworthy, David Amos

Meeting called to order at: 7:00 p.m.

**June 18, 2018 Minutes approval**

* Motion by: Jeff Andeel. Seconded by: Robert Feinberg. Approval: 7-0

**Old Business:**

* 17117 Gladstone Lane property has been abandoned and the City of OKC is now involved for property maintenance in the backyard. (A neighbor is mowing the front yard.) Contractor’s bids to the HOA a few weeks ago ranged from $600 to $1,000. The City is working to make the owner pay the high expense. Motion by Jeff Andeel to wait to allow the city time to clear the backyard and if not done, spend up to $700. Seconded by: Robert Feinberg. Approval 7-0.
* Jeff Andeel briefed that the clubhouse WIFI installation is complete. Further details to be released for rentals.

**New Business:**

* Clubhouse cleaning contract: Motion by Lisa Sutliff to terminate contract with Imperial Cleaning and sign a new contract with our current clubhouse managers, Daniel and Alyssa Syring, after a 30-day notice to current contractor. The cost will remain the same. Seconded by: Greg Blackwood. Approval 7-0.
* WIFI for pool area: Motion by Caroline Turan to open WIFI in the pool area. Seconded by: Greg Blackwood. Approval 7-0.
* Fenwick sign at entrance to Fenwick from Copper Creek on Platinum Lane: Greg Blackwood will research sign options.

**Treasurer's Report – Lisa Sutliff**

* June financial report: $184,158 in operating funds; $211,036 in reserve funds, total assets of $395,745, and seven of 713 dues unpaid.
* Budget committee will meet July 29th to discuss next year’s budget.
* Motion by Harvey Jones to request that HOA attorneys pursue a hearing on assets for two overdue homeowner accounts. Seconded by: Lisa Sutliff. Approval 7-0.

**Maintenance Report – Harvey Jones**

* Tree trimming/storm damage issue tabled.
* Well pump by Western that waters our foliage is broken and requires replacement. Motion by Harvey Jones to purchase a new well pump, spending up to $2,500. Seconded by: Robert Feinberg. Approval 7-0.
* Committee’s 2019 budget proposal submitted.

**Community Preservation Committee Report – Robert Ballard**

* 10 letters sent since the last board meeting. They included 3 landscaping, 1 parking, 2 trash cans, 1 offensive activity and 3 signs.

**Pool Report – Lisa Sutliff**

* Pool is operating smoothly. Looking at soft-close for the outer door.
* Frogs swim team season ends this week.

**Architectural Committee – Jeff Andeel & Greg Blackwood**

* No report.

**Community Involvement Committee – Divya Bhatt**

* Absent, no report.

**Social Committee – Caroline Turan**

* Trying to do a back-to-school event depending on the heat. We may wait until Halloween to do a larger fall event. Loreanne Cowan volunteered to help with a Halloween event.

**Nominating Committee – Jeff Andeel**

* No report

**Communication Report – Emily Garman**

* Newsletter being worked on.
* Loreanne Cowan suggested adding a volunteer sign-up form on the website. Board members agreed.

**Other Business:**

* No Report.

Jeff Andeel made a motion to adjourn the meeting at 8:20 p.m. Seconded by: Robert Feinberg

**Next scheduled meeting will be**: August 20, 2018 at 7 p.m.

**Minutes prepared by**: Robert Feinberg, HOA Secretary.