

Fenwick Homeowners Association Board of Directors Monthly Meeting Minutes

Date: January 18, 2021

Location: Online via Zoom

Login link provided on agenda posted to website

Directors Present: Robert Feinberg, Tom Fiordelisi, Lisa Sutliff, Duane Jones, Scott Monetti, Loreanne Cowan, Angela Koenig, Bilaal Minhas, Phillip Nokes

Directors Absent: None

Guests: None

President Feinberg called the meeting to order at 7:01 p.m.

Open Forum: no comments

Annual Meeting Minutes: Jones made a motion to approve minutes of the Annual Meeting on November 10, 2020; Cowan seconded; the motion passed.

Prior Meeting Minutes: Jones made a motion to approve minutes of the Board Meeting on November 16, 2020; Cowan seconded; the motion passed.

OLD BUSINESS:

Tree Debris Cleanup at entrances, along streets and sidewalks was completed in early December. Additional cleanup in less visible areas is necessary.

NEW BUSINESS:

Committee Assignments:

- | | |
|--|----------------|
| • Maintenance Committee Chair | Bilaal Minhas |
| • Pool Chair | Lisa Sutliff |
| • Social Committee Chair | Angela Koenig |
| • Committee Preservation Committee Chair | Jeff Andeel |
| • Architectural Committee Chair | Jeff Andeel |
| • Communication Chair & Bulletin Boards | Lisa Sutliff |
| • Community Relations Committee Chair | Loreanne Cowan |
| • Nominating Committee Chair | Tom Fiordelisi |

Community Relations Committee Prepaid Card: Jones made a motion, seconded by Nokes, to provide a \$500 prepaid card to Cowan and the Community Relations Committee for purchasing welcome basket supplies. The receipts will be turned into the Treasurer in a timely fashion. Motion passed.

Bank Signature Cards: With a new treasurer and committee chair for maintenance, the signature cards on file with First Fidelity Bank must be updated. Sutliff made a motion, seconded by Jones, to update the signature cards for the Maintenance Committee and Social Committee accounts to the following:

Maintenance Committee:	REMOVE:	Harvey Jones, Carl Franklin, Debra Franklin, Bill Trimble
	ADD:	Bilaal Minhas, Scott Monetti, Carrie Shockley
	RETAIN:	None

Social Committee: REMOVE: Lisa Sutliff
ADD: Duane Jones
RETAIN: Angela Koenig, Carrie Shockley

Motion passed.

Garage Sale Dates: In recent years garage sale dates are scheduled on the first weekend in June and the third weekend in September. The 2021 dates are: June 4-5 and Sept. 17-18.

Tree Cleanup at Griffin Park Home: Some tree limbs are broken and hanging into a Griffin Park resident's backyard and require professional assistance to remove. Minhas will request a bid to remove the limbs. The resident agreed to maintain the trees in the future.

Sign Vandalization: Two more signs have been vandalized recently – one with spray paint and one torn, similar to previous signs. The Board discussed using a stronger material with the next order. No action taken.

Return Holiday Lights to Storage:

- Nokes and Minhas will move the holiday decorations from the clubhouse to the storage unit this week. Feinberg will assist if available.
- Feinberg will plan a future get-together to organize items stored in the unit.

REPORTS:

Treasurer's Report – Duane Jones

- Bank accounts report as of Jan. 18: Operating: \$23,440; Money Market: \$52,101; Reserves: \$267,061.
- 21 Outstanding accounts totaling \$12,370.97.
- December 31, 2020, financial report was sent to the Board in early January.

Maintenance Committee Report – Bilaal Minhas, Chair

- Minhas and Nokes will meet with a vendor this week to request bids to clean up broken tree limbs and fallen trees from the October winter storm in the remaining areas along the creek.
- Cowan requested annuals be planted at the Pennsylvania entrance.

Community Preservation Committee – The Property Center is responsible for rules enforcement and violation letters.

- 21 Violation letters were mailed since the November meeting: 11 trash cans, 5 parking, 3 signs, 1 yard/landscaping, 1 unsightly.

Architectural Committee – Robert Feinberg, Committee member

- 4 Architectural review board requests were approved since the November meeting: 2 landscaping changes, 1 playground installation, 1 fencing.

Pool – Lisa Sutliff, Chair

- No report

Community Relations Committee – Loreanne Cowan, Chair

- Cowan has struggled to receive notice of new homebuyers from the management company so she will take an active role in monitoring homes for sale.
- Cowan will refill dog bag stations. Minhas will request the list of station locations from the former maintenance chair.

Social Committee – Angela Koenig, Chair

- The Drive-By Santa event in December had a lot of visitors.
- The committee will meet this weekend to plan upcoming events.

Nominating Committee – Tom Fiordelisi

- No report

Communication Report – Lisa Sutliff

- A newsletter was mailed in December with information from the annual meeting and 2020 Year in Review. The slideshow is also on the website.
- A January newsletter will be emailed to residents before the end of the month.
- Sutliff plans to add information for potential homebuyers to the website.

Fiordelisi moved to adjourn the meeting, which was seconded by Koenig. The motion carried and the meeting adjourned at 8:10 p.m.

The next regularly scheduled board meeting will be Monday, February 15, 2021, at 7 p.m.

Certification

The undersigned hereby certifies that the foregoing minutes were adopted by the Board of Directors of the Fenwick Homeowners Association at a meeting duly called and held in accordance with the bylaws of the Fenwick Homeowners Association on February 15, 2021, at which a quorum was present.

Lisa Sutliff

Lisa Sutliff, Secretary