

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

Date: April 19, 2021

Location: Fenwick Clubhouse

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

Directors Absent: Tom Fiordelisi

Guests: Tamar Hinton, Russell Quesenberry

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

Open Forum: no comments

Prior Meeting Minutes: Jones made a motion, seconded by Koenig, to approve minutes of the Board Meeting on March 15, 2021. Motion passed.

OLD BUSINESS:

Election to Fill One Director Position on the Board – Article IV, Section 3 of the Bylaws states:

In the event of death, resignation, or removal of a director, his successor shall be selected by the remaining members of the Board and shall serve for the unexpired term of the predecessor.

A director position became available in February 2021 after Loreanne Cowan submitted her resignation. Notice of the opening was shared with the Fenwick community via email and on the website.

The following individuals submitted nominations for the open board position:

- Tamar Hinton
- Russell Quesenberry

Sutliff made a motion to elect Tamar Hinton to the open Director seat for the remaining term through 2022. Minhas seconded the motion. Motion passed. Sutliff made a motion, seconded by Koenig, to appoint Hinton as Welcome Committee Chair. Motion passed.

Quesenberry volunteered to begin working with the maintenance committee. An additional opening is expected this summer when Angela Koenig moves out of state.

NEW BUSINESS:

It was recently reported that some Griffin Park residents constructed a tree house and raised garden, planted a couple of trees and disposed of numerous broken tree limbs on Fenwick common area property without permission. The treehouse was removed due to liability issues. Feinberg will discuss the other issues with the Griffin Park HOA.

REPORTS:

Treasurer's Report – Duane Jones

- As of March 31, 2021, Fenwick HOA has \$519,385.68 on deposit with \$267,226.60 being the Reserves Account.
- Each year the Budget Committee determines a specific amount of annual dues to be allotted to the Reserve account for upcoming “replacement” expenses. Jones made a motion, seconded by Nokes, to transfer the 2021 budgeted amount of \$42,709.17 from the Money Market account to the Reserve account. Motion passed.

Maintenance Committee Report – Bilaal Minhas, Chair

- Discussed Noah’s Playground bid for annual playground maintenance. No action taken.
- Will schedule annual bagworm spraying.
- Clubhouse/Playground Spring Maintenance: Sutliff will plan a brush-cleaning of the clubhouse exterior. The playground was last cleaned in fall 2020 and appears to be in good shape. Discussed doing pest control at the playground and perhaps the clubhouse, if needed. Minhas and Quesenberry will plan the annual checkup to the clubhouse air conditioning and heating units.
- Will replace the broken plexiglass around the pool fencing with 2-foot-tall chicken wire to continue to prevent ducks from entering.

Community Preservation Committee – The Property Center is responsible for rules enforcement and violation letters in the ungated and east Gated HOA areas.

- 64 Violation letters were mailed since the March meeting: 39 yard/landscaping, 22 trash cans, 1 parking, 1 sign, 1 fencing.

Architectural Committee – Robert Feinberg, Committee member

- 9 Architectural review board requests were submitted since the March meeting: 3 exterior trim painting, 2 gazebos, 1 roof replacement, 1 tree replacement, 1 stone replacement and 1 whole-house generator.
- The Board began discussing potential guidelines for homeowners wishing to install solar panels.

Pool – Lisa Sutliff, Chair

- Discussed upcoming maintenance to the pool gate and water fountain.
- Workers Compensation: Sutliff made a motion, seconded by Koenig, to purchase a Workers Compensation policy from CompSource at a cost of approximately \$845 for the 2021 pool season. Motion passed.
- Guests: Minhas made a motion, seconded by Nokes, to change the pool rule regarding the number of guests allowed per household to the following: four guests during non-busy times and two guests during busy times. “Busy times” are now classified as 30 or more people being present in the pool area. Motion passed.
- Flowerpots: Sutliff made a motion, seconded by Monetti, to spend up to \$225 to purchase new flowerpots and plants for the pool deck. Motion passed.

Social Committee – Angela Koenig, Chair

- A food truck event with outdoor games and music was held March 20 in the park by the clubhouse.
- The annual Easter egg hunt was held April 3.
- An outdoor movie night is scheduled for May 15.

Nominating Committee – Tom Fiordelisi, Chair – No report

Communication Report – Lisa Sutliff, Chair

- An emailed newsletter is planned after this meeting.

Nokes moved to adjourn the meeting, which was seconded by Minhas. The motion carried and the meeting adjourned at 8:39 p.m.

The next regularly scheduled board meeting will be Monday, May 18, 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 May 17, 2021, at which a quorum was present.

Lisa Sutliff, Secretary