

Fenwick Homeowners Association Board of Directors Monthly Meeting Minutes

Date: May 17, 2021

Location: Fenwick Clubhouse

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

Directors Absent: Tom Fiordelisi, Tamar Hinton

Guests: Russell Quesenberry, Marcus Sutliff, Roy Greenway, Haifeng Jiang, Jeremy Watson and two Sunpro Solar representatives

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

Open Forum:

- Resident Roy Greenway alerted the Board that the mowing crew is discharging grass cuttings into the ponds. The Board discussed that clippings last year led to large algae blooms in the ponds and swimming pool. Greenway also said the parked location of two mowing trailers almost blocked the ungated 164th entrance.

- Resident Haifeng Jiang recently acquired his NRA pistol shooting instructors license and would like to offer a free fundamental safety class for Fenwick residents at the clubhouse. He said it would be classroom-style only and attendees would not bring live firearms or ammunition. Nokes made a motion, seconded by Minhas, to allow Jiang to use the clubhouse at no cost if the class is free and for Fenwick residents only. If non-residents are invited the clubhouse rental fee would be applied. The HOA will also mention the class in a future emailed newsletter to notify residents. Motion passed.

- Resident Jeremy Watson recently submitted an architectural application to install solar panels on the roof of his home. He and two Sunpro Solar representatives discussed solar panel installation, roof location and visibility with the Board. The HOA does not have current guidelines as this is the first request for solar panels. Architectural Review Board Chair Jeff Andeel prepared preliminary guidelines for the Board's consideration; however, most Board members had not had time to review them in advance of the meeting. The Board will review and adopt guidelines, then Watson's application will be considered under the new guidelines.

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

OLD BUSINESS:

Treehouse and other areas near Griffin Park: Some Griffin Park residents constructed a treehouse 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 in April due to liability issues. The Griffin Park HOA president told Feinberg that he would speak to the homeowners involved. Status unknown.

NEW BUSINESS:

Garage Sale on June 4-5 – The maintenance committee will post the announcement signs and banners. Resident Valerie Lapaglia recently volunteered to coordinate the advertising in The Oklahoman and on garage sale websites.

Authorization of Fenwick Gated HOA and Fenwick Garden Village HOA usage of clubhouse facility for WI-FI/computer equipment – Fenwick Gated HOA President Marcus Sutliff appeared before the Board to request permission to replace one piece of wi-fi equipment and install two additional pieces of equipment at the Gated HOA’s expense. The Gated HOA would use the equipment and Fenwick HOA’s wi-fi connection to operate cameras at its two gated entrances. Feinberg said Fenwick Garden Village HOA will use the wi-fi connection to operate its gate cameras as well. Monetti made a motion, seconded by Nokes, to approve authorization for Fenwick Gated HOA and Fenwick Garden Village HOA to utilize the provided wi-fi at the clubhouse as well as for the Gated HOA to replace and install the requested equipment. Motion passed.

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.

Angela Koenig previously notified the Board she is moving out of state and would resign from the Board, effective at the end of this meeting on May 17, 2021. Koenig’s resignation was accepted by the Board. Notice of potential openings to join the Board of Directors was shared with the Fenwick community via email and on the website in February and March.

Russell Quesenberry previously submitted a nomination to fill an open Director position. Minhas made a motion to elect Russell Quesenberry to the open Director seat for the remaining term through 2022, effective May 18, 2021. Nokes seconded the motion. Motion passed.

REPORTS:

Treasurer's Report – Duane Jones

- As of April 30, 2021, Fenwick HOA has \$491,520.06 on deposit with \$267,285.17 being the Reserves Account.
- With a high number of delinquent accounts, Jones will ask the management company to send a statement with notice that any homeowner account with outstanding dues or fines will not be allowed entry to the swimming pool, per the by-laws.

Maintenance Committee Report – Bilaal Minhas, Chair

- On May 7-9, the Board unanimously approved by email to hire Galt Landscaping to inspect and make any necessary repairs to the sprinkler system at a cost up to \$2,500.
- Playground: Monetti is working on plans with vendor Noah’s Playground.
- Penn entrance: Flood light has been repaired at a cost of \$382.
- Halbrooke Circle drainage: One bid received; a second bid will be requested.
- Bagworm spraying is scheduled for this week.
- Clubhouse: Replacement of the exit signs will occur soon with checkups of the air conditioning and heating units. Sutliff did a brush-cleaning of the clubhouse exterior.
- Pool area: In process of replacing the broken plexiglass around the pool fencing with 2-foot-tall chicken wire to prevent ducks and other small animals from entering. Also plan to replace three flood lights and repair the water fountain.
- Western entrance: Sutliff reported a stump may have termites and there are a couple dead/broken trees.

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

- 29 Violation letters were mailed since the April meeting: 14 trash cans, 9 yard/landscaping, 5 parking, 1 maintenance.

Architectural Committee – Robert Feinberg, Committee member

- 2 Architectural Review Board requests were submitted since the April meeting: 1 whole house generator approved and 1 solar panels request pending.

Pool – Lisa Sutliff, Chair

- The gate magnet lock was recently replaced at a cost of \$557.50 and 60 keycards purchased at a cost of \$285.
- The two pool managers from last year are returning, to be paid at a daily rate. The hiring of pool monitors is almost complete, and training will be held next week. Six monitors from last year are returning, to be paid at a rate of \$10 per hour.
- Sutliff will do the keycard programming again so there's no expense.
- The estimate by Brooks Pool Service for the season is approximately \$1,000 higher than budget due to the cost of chlorine. The Board agreed to spend approximately \$11,400 for chemicals and cleaning for the year.
- While many trees provide shade to one side of the pool, they also deposit a large amount of leaves and debris that fall to the bottom of the pool. A robotic vacuum would make it easier to clean the deep end of the pool especially. Sutliff made a motion, seconded by Koenig, to purchase a robotic pool cleaner (and caddy) at a cost of \$1,000 or less. Motion passed.

Welcome Committee – Tamar Hinton, Chair – No report

Social Committee – Angela Koenig, Chair

- An outdoor movie night was held May 15 with approximately 80 people in attendance.
- A new social chairperson is needed since Koenig is moving out of state.

Nominating Committee – Tom Fiordelisi, Chair – No report

Communication Report – Lisa Sutliff, Chair

- An emailed newsletter was sent May 3rd and another will be sent in a few days for pool season.
- Will update the bulletin board with two new board members.
- On May 1 began handling the HOA email account and voicemails on a temporary basis when staff changes occurred at The Property Center.

The meeting adjourned at 9:15 p.m.

The next regularly scheduled board meeting will be Monday, June 21, 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 June 21, 2021, at which a quorum was present.

Lisa Sutliff

Lisa Sutliff, Secretary