

# Fenwick Homeowners Association Board of Directors Monthly Meeting Minutes

**Date:** January 16, 2023

**Location:** Fenwick Clubhouse

**Directors Present:** Robert Feinberg, Lisa Sutliff, Russell Quesenberry,  
Shawna Aldridge, Phillip Nokes, Pat Fowler

**Directors Absent:** Richard Harris

**Guests:** Clarese Crutchfield, Marissa Brugger,  
Lux Lawns representatives Chris Clark and Roger Gallagher

President Feinberg called the meeting to order at 7:04 p.m.

## Open Forum

- Clarese Crutchfield lives in Garden Village next to where the perimeter brick wall is being constructed. She inquired about the construction delay this month. The masonry company has agreed to reimburse Crutchfield for water used in the construction.
- Marissa Brugger volunteered to chair the welcome committee.

**Prior Meeting Minutes:** Nokes made a motion, seconded by Quesenberry, to approve minutes of the Board meeting on Nov. 21, 2022. Motion passed.

## OLD BUSINESS:

### Landscaping Contract

Fowler and the maintenance committee requested a landscaping contract from Lux Lawns after receiving bids from a couple other vendors. Fowler reduced the number of herbicide treatments in non-irrigated areas from three to two. Herbicide treatments will be administered in May and early September. Chris Clark clarified that included in the contract are 60 visits to empty common area trash cans and fall leaf cleanup in all common areas. Fowler made a motion, seconded by Quesenberry, to approve the Lux Lawns landscaping contract for 2023 and 2024 calendar years at a cost of \$106,337 per year. Motion passed.

### Perimeter Brick Wall Replacement

The construction company previously requested more funds due to an increase in contractor and material costs due to global inflation. Quesenberry made a motion, seconded by Fowler to add \$49,642 to the project cost. Motion passed. Quesenberry and Fowler met with the company owner and project manager to establish a payment plan.

## NEW BUSINESS:

### Committee Assignments

The Board discussed and agreed to the following committee chairs:

Maintenance Committee Chair	Russell Quesenberry
Social Committee Chair	VACANT
Community Preservation Committee Chair	Jeff Andeel
Architectural Committee Chair	Jeff Andeel
Pool Chair	Shawna Aldridge
Nominating Committee Chair	Robert Feinberg
Communication Chair	Lisa Sutliff

Rules Committee Chair  
Welcome Committee Chair

Robert Feinberg  
Marissa Brugger

### **2023 Garage Sale Dates – Lisa Sutliff, Communications Chair**

The last few years sales have been held on the first weekend of June and third weekend of September. The dates for 2023 will be June 2-3 and Sept. 15-16.

### **Return Holiday Lights & Décor to Storage**

Board members will move items to the storage unit on Sun. Jan. 22 at 2 p.m.

## **REPORTS:**

### **Treasurer's Report – Lisa Sutliff**

- Bank account report as of Dec. 31, 2022: Operating account: \$108,767. Sutliff said \$63,403 is designated for the brick wall replacement and \$40,000 is part of the 2023 budget. Reserve account: \$163,169. Total Assets: \$271,936.
- Dues invoices will be mailed in late January or early February. The payment deadline is March 1.
- A homeowner requested to pay their 2023 dues in installments. The Board agreed.

### **Maintenance Committee – Russell Quesenberry, Chair**

- Quesenberry made a motion, seconded by Nokes, to contract with Fenix Lawn & Tree for early summer preventative tree spraying for insects and disease at a cost of \$1,436.40. Motion passed.
- Quesenberry made a motion, seconded by Aldridge, to pay Lux Lawns for fall leaf cleanup of all common areas in amount of \$4,539.52. Motion passed.

### **Social Committee – Shawna Aldridge, Committee member**

Breakfast with Santa went well.

### **Community Preservation Committee**

Responsible for rules enforcement and violation letters in the ungated and east Gated HOA areas. 43 Violation letters were mailed since the last meeting in November: 14 landscaping, 12 rubbish & debris, 8 vehicle parking, 3 sports equipment, 3 signs and 1 unsightly.

### **Architectural Committee – Robert Feinberg, Committee member**

1 Architectural Review Board request since the last meeting: A homeowner requested to add a second shed. The committee's decision was split so the decision came to the board. The board approved the request after reviewing the location of the house and the proposed location of the shed.

### **Pool – Shawna Aldridge, Chair**

Considering methods to prevent mowed grass blowing into the pool area and dirt flowing into deck drain from the grassy area next to gate entrance. No proposal at this time.

### **Nominating Committee – Robert Feinberg, Chair**

Have two current vacancies.

### **Communication – Lisa Sutliff, Chair**

Three notices about December social events and a list of 2022 projects and tasks were emailed to residents as a “year in review.” The website is updated with dues payment information and pictures from Breakfast with Santa.

**Rules Committee – Robert Feinberg, Chair**

Feinberg will contact the two volunteers from the annual meeting that want to modify the covenants to restrict the number of rental properties allowed in Fenwick. The two Gated areas have separate HOA Boards of Directors that would determine whether to modify the covenants in those areas.

**OTHER BUSINESS:**

**Board Member Absence, Removal**

Director Richard Harris has failed to attend four consecutive regular board meetings. The board voted to remove Harris from his board position.

There being no other business, Fowler made a motion, seconded by Quesenberry, to adjourn the meeting. Motion passed and Feinberg adjourned the meeting at 9:05 p.m.

The next regularly scheduled board meeting will be Monday, Feb. 20 at 7 p.m. at the Clubhouse.