

Fenwick Homeowners Association Board of Directors Monthly Meeting Minutes

Date: January 17, 2022

Location: Fenwick Clubhouse

Directors Present: Robert Feinberg, Scott Monetti, Lisa Sutliff, Claire Wilkerson, Russell Quesenberry, Phillip Nokes, Shawna Aldridge, Richard Harris

Directors Absent: None

Guests: None

President Feinberg called the meeting to order at 7:02 p.m.

Open Forum: None

Prior Meeting Minutes: Nokes made a motion, seconded by Quesenberry to approve minutes of the Board meeting on November 15, 2021. Motion passed, 8-0.

OLD BUSINESS:

Speeding Sign: Robert Feinberg. Board discussed cost, location and options for a digital speed sign.

Reserve Study: Sutliff will report next month.

Management Company Updates: Robert Feinberg & Lisa Sutliff. The manager assigned to handle Fenwick HOA's account at Neighborhood Services. Corp. is Stacy Jackson. Feinberg reported all bank funds have been transferred to Pacific Premier Bank as required by Neighborhood Services Corp. Fenwick's bank accounts at First Fidelity Bank were closed in late December 2021. Sutliff reported all utility payment withdrawals and automatic payments have been transferred to Pacific Premier Bank. As of January 1, Fenwick Gated HOA is also contracted with Neighborhood Services Corp. for management services. Leslie Bond began working as Clubhouse Manager on Dec. 1 at the Board's previously approved amount of \$40 per rental.

NEW BUSINESS:

Committee Assignments – Robert Feinberg

- CPC/ARB
 - Chair – jeff Andeel
 - Committee - Robert Feinberg, Russell Quesenberry & Phillip Nokes
- Maintenance
 - Chair – Russell Quesenberry
 - Committee - Richard Harris, Phillip Nokes & Scott Monetti
- Social
 - Chair – Shawna Aldridge
 - Committee – Claire Wilkerson
- Welcoming committee
 - Chair – Claire Wilkerson
- Pool
 - Chair – Shawna Aldridge
 - Committee - Russell Quesenberry & Richard Harris
- Communications
 - Chair – Lisa Sutliff
- Nominating

- Chair – Robert Feinberg
- Committee – Scott Monetti
- Rules
 - Chair – Robert Feinberg
 - Committee - Russell Quesenberry & Lisa Sutliff
- Harris motioned to approve all committee assignments, Quesenberry seconded the motion. Motion passed.

2022 Garage Sale Dates – Communications Chair

- Noted that they typically happen first weekend of June and third weekend of September. The dates for 2022 will be June 3rd & 4th and September 16th & 17th.

Tree Cleanup/Disposal – Maintenance Chair

- Meeting with vendor on 1/18/22 @ 7:00pm now that he has marked the trees. Will obtain final quote.

Fence Repairs – Robert Feinberg

- Brick fence along NW 164th needs repairs as well as some cracked brickwork on some entrances. Feinberg would provide the prior vendor's contact info to maintenance committee.

Return Holiday Lights to Storage – Robert Feinberg

- Discussion: Board will move item 1/22/22 @ 10:30am.

REPORTS:

Treasurer's Report – Lisa Sutliff

- Bank account report as of Dec. 31, 2021: Operating account: \$ 32,216. Reserve account: \$301,196. Nineteen outstanding balances with 10 owing one year's dues or more.
- Dues invoices were mailed in early January and the payment deadline is March 1.
- Ordered new signs with the new March 1 payment deadline.
- The management companies are expected to produce 1099s for our vendors this month.
- The professional reserve study is in progress and will likely be available next month.
- Due to an error by the previous management company, the homeowner's 2021 dues payment at 16513 Brewster Lane was removed from their account and transferred to Fenwick Gated HOA. Fenwick's current management recommends waiving the \$365 dues from the homeowner's Fenwick account. Board agreed to waive dues, 8-0. Sutliff will contact the Gated HOA Board to request a return of funds

Maintenance Committee Report – Russell Quesenberry

- Bowman Brothers has subcontracted our account to Lux Lawns.
- Replace one fountain power cord and place the controls and timer for both east fountains and lights into one box. Approved Dec. 11-12, 2021 by email majority.
- Replace fountain pump that had a broken impeller shaft. Approved Dec. 30, 2021 by email majority.
- Pavilion in neighborhood is in bad shape. Going to contact roofer to get a quote and see what insurance will cover.
- Sprinklers that run year-round are a concern during freezing temperatures; going to get vendor's advice on this.

Social Committee – Shawna Aldridge

- Recap Breakfast with Santa & Christmas light contest.

- Discussed the risk of doing indoor activities right now. Majority agreed it is too big of a risk with COVID numbers on the rise. Going to focus on our first Movie Night outside in spring.

Community Preservation Committee – Responsible for rules enforcement and violation letters in the un gated and east Gated HOA areas.

- 17 Violation letters were mailed since the last meeting: 2 yard/landscaping, , 7 signs, 5 parking, 1 fencing, 1 rubbish & debris, 1 noise.
- Political sign rule was addressed. Main concern was that the rule only addresses the time frame one can have a sign in the yard. Board discussed adding quantity, size, and number of signs per candidate limitations. Nokes motioned for the new rule to state: A maximum of 3 signs, each limited to 2’x3’ in size may be placed on a lot up to 14 days before and 3 days after the election. Harris seconded the motion. The motion did not pass as it was a tie of 4-4. Nokes withdrew his motion. Lisa Sutliff motioned for the new rule to state: A maximum of 3 signs, each limited to 18”X24” in size and 1 per candidate may be placed on a lot up to 14 days before and 3 days after the election. Claire Wilkerson seconded, and the motion passed, 7-1.

Architectural Committee – Robert Feinberg, Committee member

- 0 Architectural Review Board requests have been submitted since the last meeting.

Pool – Lisa Sutliff

- No report

Nominating Committee

- Done previously in meeting.

Communication Report – Lisa Sutliff

- A newsletter will be emailed this month.
- The website is updated with dues payment information and pictures from Breakfast with Santa.

OHER BUSINESS:

Permanent Signage: Richard Harris discussed putting something permanent at the entrances of the neighborhood to notify residents of events such as garage sales, social events and even board openings. He will investigate options.

Aldridge moved to adjourn the meeting, which was seconded by Nokes The motion carried and the meeting adjourned at 8:41p.m.

The next regularly scheduled board meeting will be Monday, February 21, 2022, at 7 p.m.