

Fenwick Homeowners Association

Board of Directors Monthly Meeting Minutes

Date: October 17, 2022

Location: Fenwick Clubhouse

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

Directors Absent: Scott Monetti, Claire Wilkerson, Shawna Aldridge, Richard Harris

Guests: Brenda Phelps, David Lingo, Kent Westbrook

President Feinberg called the meeting to order at 7:05 p.m.

Prior Meeting Minutes: Nokes made a motion, seconded by Quesenberry, to approve minutes of the Board meeting on September 19, 2022. Motion passed.

Quesenberry made a motion, seconded by Fowler, to approve minutes of the Special Board meeting on October 9, 2022. Motion passed.

OLD BUSINESS:

- Perimeter Brick Wall Replacement: Residents Lingo and Westbrook were pleased to see that reconstruction of the brick wall in Garden Village has begun. The removed iron panels will be replaced with brick panels and construction is expected to be completed by the end of November.
- Annual By-Laws and Rules Review: Feinberg, Sutliff and Aldridge met on Oct. 3 to review the current rules and by-laws for possible changes. Board members briefly discussed proposed changes and methods to distribute notice to homeowners.

NEW BUSINESS:

- Yoga Class at Clubhouse: Resident Brenda Phelps offered to hold yoga classes at the clubhouse following a request by other residents. Phelps said she's lived in Fenwick 17 years and has taught yoga classes for 12 years. She currently teaches at multiple other locations. Phelps agreed to the board's requirements to: (a) possess her own insurance at the Board's required level, (b) allow only residents to participate, (c) that all participants sign liability waivers and (d) they pay by donation only. Quesenberry made a motion, seconded by Nokes, to allow Phelps to hold yoga classes in the clubhouse if the above conditions are met. Motion passed.

REPORTS:

Treasurer's Report – Lisa Sutliff

- Bank account report as of Sept. 30, 2022: Operating accounts: \$147,808. Reserve account: \$210,577. Total assets: \$355,107. The operating funds include the remaining transfer from reserves of \$61,200 to cover the ongoing perimeter wall replacement.
- 2023 Budget: Annual homeowner dues will be \$440 in 2023. The detailed budget is posted on the clubhouse bulletin board. The 2022 expenses and 2023 budget will be discussed at the Nov. 14 annual meeting of members.
- Reserve funds should be transferred to the operating account to cover the additional cost to complete the brick wall and other prior replacements throughout the year, such as the pool building metal doors and sprinkler control panels. Sutliff made a motion, seconded by Quesenberry, to transfer \$47,495.80 from the reserve account to the operating account. Motion passed.

Maintenance Committee Report – Russell Quesenberry

- New plantings in the Penn Street entrance median and all sprinkler repairs should happen this week.
- Nokes said tree trimming has been delayed as the selected company does not have staff to complete the work. The committee is discussing options.
- Landscaping contract: Fowler received three bids for Fenwick’s mowing, fertilization and herbicide applications, flowerbed plantings and park trash collection for 2023. The Board reviewed the two best bids. Fowler will continue discussions with the vendors to arrange the best service and cost. Issue tabled.

Social Committee – Shawna Aldridge

- In Aldridge’s absence, Sutliff said the Oct. 14 movie had a good crowd and went well. Popcorn and candy were served.
- Upcoming events:
 - November 13 – Chili Cook-Off
 - December 10 – Breakfast with Santa

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

- 5 Violation letters were mailed since the last meeting: 1 landscaping, 2 vehicle parking, 1 sign, 1 trash can.

Architectural Committee – Robert Feinberg, Committee member

- 4 requests approved since the last meeting for: 1 solar panel extension, 1 fence redwood stain, 1 roofing shingles, 1 shed.

Pool – Shawna Aldridge

- No report

Nominating Committee – Robert Feinberg

- Three Director terms, which are three years each, are up for election at the annual meeting in November. The seats are currently held by Monetti, Quesenberry and Aldridge.

Communication Report – Lisa Sutliff

- The website is up to date and emails are sent to residents about upcoming social events.
- Information about the annual meeting will be added to the website, emailed to residents and posted on social media.

There being no other business, Quesenberry moved to adjourn the meeting, which was seconded by Fowler. The motion carried and the meeting adjourned at 8:14 p.m.

The annual meeting of members will be held Monday, Nov. 14 at 7 p.m. at the Clubhouse.
The next regularly scheduled board meeting will be Monday, Nov. 21 at 7 p.m.