

Fenwick Homeowners Association Board of Directors Monthly Meeting Minutes

Date: November 15, 2021

Location: Fenwick Clubhouse

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

Directors Absent: None

Guests: Bill Casey, Roy and Ronda Greenway, Richard Harris, Zachary and Claire Wilkerson

President Feinberg called the meeting to order at 7:01 p.m.

Open Forum: Greenway discussed the camper on 169th Street that parks on the street near the stop sign at 169th and Platinum. It sometimes extends its sliders while parked, further encroaching on the space available to vehicles driving past on 169th. The Board will investigate options.

Prior Meeting Minutes: Nokes made a motion, seconded by Quesenberry, to approve minutes of the Board meeting on October 18, 2021. Motion passed.

Annual Meeting Minutes: Quesenberry made a motion, seconded by Nokes, to approve minutes of the Annual Meeting of homeowners on November 8, 2021. Motion passed.

NEW BUSINESS:

Election to Fill Three Director Positions on the Board – Feinberg explained a quorum was not present at the annual meeting; therefore, those in attendance at this meeting would vote to fill the three open Director positions.

The following individuals were nominated for the open board positions:

- Lisa Sutliff
- Richard Harris
- Claire Wilkerson

Quesenberry made a motion to accept the nominations and elect the three nominees to the Board. Nokes seconded the motion. Motion was approved to accept the election results. Feinberg welcomed the new members to the Board.

Election of Officers – Feinberg proceeded to the election of officers. A discussion was held regarding the various officer positions and other duties of the board members.

- Sutliff moved to appoint Robert Feinberg as President. Quesenberry seconded the motion.
- Nokes moved to appoint Scott Monetti as Vice President. Quesenberry seconded the motion.
- Quesenberry moved to appoint Claire Wilkerson as Secretary. Nokes seconded the motion.
- Quesenberry moved to appoint Lisa Sutliff as Treasurer. Wilkerson seconded the motion.

All motions passed unanimously.

Committee chairs will be determined at the January board meeting.

Speeding complaints: Vehicles speeding in the neighborhood is a common complaint. The Board discussed options to address the issue. Monetti and Quesenberry will research the cost and permissibility of digital speed signs. Other options are requesting police presence and adding more stop signs to the main roads in Fenwick.

Holiday Lights and Clubhouse Decorations: Board members will transport the holiday lights and decorations from the storage unit to the clubhouse on Nov. 20 at 3:30 p.m. Board members and volunteers will meet on Nov. 27 at 1 p.m. to decorate the clubhouse for the holidays.

OLD BUSINESS:

Reserve Study: Neighborhood Services Corp. recommended Craig Harris as a reserve study provider. Sutliff reported he is available to complete a Fenwick study this winter at a cost of no more than \$1,200. Sutliff made a motion, seconded by Wilkerson, to hire Harris to prepare a reserve study at a cost of no more than \$1,200. Motion passed.

REPORTS:

Treasurer's Report – Lisa Sutliff

- Bank account report as of Nov. 15: Operating account: \$35,625. Reserves: \$301,146.
- Fenwick By-Laws state the dues payment deadline is February 15. Management company NSC utilizes TownSq software for its dues billing. When printing dues invoices the software prints a payment deadline as the first of the month, regardless of the actual deadline. If the deadline remains Feb. 15, it will print as “February 1” on homeowners’ invoices. To prevent confusion NSC recommends the deadline be changed to March 1. Sutliff made a motion, seconded by Aldridge, to revise the dues payment deadline to March 1 this year or as long as this software problem affects the deadline printed on homeowners’ invoices. Motion passed.
- Final notices were mailed to homeowners with delinquent dues accounts with a deadline of November 15. Sutliff made a motion, seconded by Quesenberry, to file property liens on the homeowners’ properties that owe the full amount of 2021 dues (\$365) or more if payment has not yet been received. Motion passed.

Maintenance Committee Report – Russell Quesenberry

- Recent limb cleanup in the park and at the Penn entrance is complete. The mulched storm debris area on south side of the creek is cleaned up.
- Equipment will be installed in the clubhouse electronics closet for venting purposes.
- Committee has a bid from Bowman Brothers to plant new trees. The committee is still working on plans.

Social Committee – Shawna Aldridge

- The Chili Cook-off on Nov. 14 went really well with six chefs and many residents attending. The committee hopes attendance will continue to grow in future years as everyone had a great time. Feinberg and Wilkerson suggested providing hot dogs, which goes well with chili, instead of pizza as the “alternate” food next year.
- Breakfast with Santa is scheduled for the morning of Dec. 11 at the Clubhouse. Food options were discussed and Santa is planning to attend.
- Holiday Lights Contest: The Board discussed judging and prize options.

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

- 10 Violation letters were mailed since the last meeting: 4 parking, 3 yard/landscaping, 1 trash cans, 1 signs, 1 unsightly.
- The Board discussed recruitment of a volunteer or a paid resident to monitor the two areas of Fenwick and issue violation notices.

Architectural Committee – Robert Feinberg, Committee member

- No Architectural Review Board requests have been submitted since the last meeting.

Pool – Lisa Sutliff

- No report

Nominating Committee

- No report

Communication Report – Lisa Sutliff

- A newsletter was emailed to residents on Nov. 5 about the annual meeting and chili cookoff.
- A newsletter will be sent soon with the year in review, details on the upcoming holiday event and decorating contest, and a speed warning for residential streets.
- The “Year in Review” slideshow from the annual meeting is posted on the website.

Nokes moved to adjourn the meeting, which was seconded by Sutliff. The motion carried and the meeting adjourned at 8:14 p.m.

The next regularly scheduled board meeting will be Monday, January 17, 2022, at 7 p.m.