

**Fenwick Homeowners Association  
Board of Directors Monthly Meeting Minutes**

**Date: November 16, 2020**

**Location: Fenwick Clubhouse**

**Directors Present:** Robert Feinberg, Tom Fiordelisi, Lisa Sutliff, Harvey Jones, Scott Monetti, Loreanne Cowan.

**Directors Absent:** Duane Jones, Angela Koenig

**Guests:** Phillip & Teresa Nokes

President Feinberg called the meeting to order at 7:06 p.m.

**Open Forum:** The Nokes discussed the ice damage debris removal planned by the City of OKC and Fenwick Blvd. road repair.

**Prior Meeting Minutes:** Fiordelisi moved to approve minutes of the October 19, 2020, with changes as presented; H. Jones seconded; the motion passed.

**OLD BUSINESS:**

**Tree Debris Cleanup** – Cowan provided two bids to remove ice damage tree debris by the load. Feinberg provided a bid by Gared Concrete to remove all debris at one cost. After discussion, H. Jones made a motion, seconded by Monetti, to hire WD Lawn and Landscaping at a cost up to \$10,000 for tree debris removal. 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 3 open Director positions.

The following individuals were nominated for the open board positions:

- Robert Feinberg
- Bilaal Minhas
- Phillip Nokes

Fiordelisi made a motion to accept the nominations and elect the three nominees to the Board. Sutliff seconded the motion. Motion was approved to accept the election results. Feinberg welcomed the new member and thanked Harvey Jones for his many years of service.

**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.

- Fiordelisi moved to appoint Robert Feinberg as President. Motion passed.
- Cowan moved to appoint Tom Fiordelisi as Vice President. Motion passed.
- Cowan moved to appoint Lisa Sutliff as Secretary. Motion passed.
- Feinberg moved to appoint Duane Jones as Treasurer. Motion passed. Sutliff said she would work with D. Jones and TPC to update the signature cards for all respective accounts.

Feinberg said committee chairs will be determined at the January board meeting.

## **REPORTS:**

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

- Bank account report as of Nov. 16: Operating account: \$64,344. Reserves: \$272,198.
- 14 delinquent accounts owing full dues.
- October financial report not yet provided by The Property Center.
- Reserve funds need to be transferred to the operating account to cover several small replacement projects this year. It included the sidewalk panels in Garden Village, iron fence posts and a fountain motor. Sutliff made a motion, seconded by Fiordelisi, to transfer \$5,246.70 from reserve funds to operating funds. Motion passed.

### **Maintenance Committee Report – Harvey Jones**

- On Oct. 28-29 the Board unanimously approved by email to hire Bowman Brothers to do ice damage tree trimming work at a cost up to \$20,000. More work is needed but can wait until spring.
- Iron post replacements at 164<sup>th</sup> entrance is complete.
- Trash corral door is fixed.
- Sprinkler head is broken at Garden Village and will be addressed by Galt Landscaping soon.

### **CPC Report – The Property Center is responsible for rules enforcement and violation letters.**

- Violations report since October meeting: 10 letters mailed, yard/landscaping – 4, trash cans – 4, animal – 1, maintenance – 1.

### **Architectural Committee – Jeff Andeel**

- 1 fence approved. Accompanying shed placement discussed with the homeowner.

### **Pool – Lisa Sutliff**

- No report

### **Community Relations Committee – Loreanne Cowan**

- 1 welcome basket was delivered to new residents.
- Cowan asked about allowing donations/sponsorships from resident business owners (such as the small business bazaar participants) to include in future welcome baskets.

### **Social Committee – Lisa Sutliff for Angela Koenig**

- Committee is discussing holiday activity options.
- The Board decided to not decorate the Clubhouse interior for the holidays this December since a community social event would likely not be held indoors during the pandemic.

### **Nominating Committee – Tom Fiordelisi**

- No report

### **Communication Report – Lisa Sutliff**

- A newsletter was emailed to residents on Nov. 7. Another newsletter will be sent soon with info from the annual meeting.
- The “Year in Review” slideshow from the annual meeting is posted on the website.

Fiordelisi moved to adjourn the meeting, which was seconded by Sutliff. The motion carried and the meeting adjourned at 8:21 p.m.

The next regularly scheduled board meeting will be Monday, January 18, 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 January 18, 2021, at which a quorum was present.

*Lisa Sutliff*

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Lisa Sutliff, Secretary