

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

**Date: November 21, 2022**

**Location: Fenwick Clubhouse**

**Directors Present:** Robert Feinberg, Lisa Sutliff, Claire Wilkerson, Russell Quesenberry, Pat Fowler

**Directors Absent:** Scott Monetti, Shawna Aldridge, Phillip Nokes, Richard Harris

**Guests:** Daniel Gordon, Heather Mayes, Bill Casey

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

**Prior Meeting Minutes:** Quesenberry made a motion, seconded by Wilkerson, to approve minutes of the Board meeting on October 17, 2022. Motion passed.

**Annual Meeting Minutes:** Wilkerson made a motion, seconded by Quesenberry, to approve minutes of the Annual Meeting of homeowners on November 15, 2022. 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, the HOA members in attendance at this meeting would vote to fill the three open Director positions. Wilkerson announced her resignation from the Board at the conclusion of this meeting as she is welcoming a new baby in February.

Russell Quesenberry and Shawna Aldridge were nominated for the open board positions.

All HOA members in attendance voted to elect Quesenberry and Aldridge to the Board of Directors.  
The other two positions remain vacant due to lack of volunteers.

**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.

- Quesenberry moved to appoint Robert Feinberg as President. Fowler seconded the motion.
- Sutliff moved to appoint Russell Quesenberry as Vice President. Fowler seconded the motion.
- Quesenberry moved to appoint Lisa Sutliff as Treasurer. Wilkerson seconded the motion.
- Wilkerson moved to appoint Lisa Sutliff as Secretary. Quesenberry seconded the motion.

All nominees were elected to the positions. Committee chairs will be determined at the January board meeting.

**Formation of Covenant Revision Committee** – At the Nov. 14 annual meeting two residents asked to create a committee to modify the covenants to restrict the number of rental properties allowed in Fenwick. Sutliff reviewed homeowner records and reported that 9% of all Fenwick properties have off-site mailing addresses, and are mostly rental units. The percentage is 10% in the ungated portion of the neighborhood. The two Gated areas have separate HOA Boards of Directors that would determine whether to modify the covenants in those areas. Feinberg tabled the discussion until the January meeting when committees are discussed.

**Holiday Lights and Clubhouse Decorations:** A few board members transported the holiday lights and decorations from the storage unit to the clubhouse on Nov. 19. Board members and volunteers will meet on Nov. 27 at 2 p.m. to decorate the clubhouse interior for the holidays.

## **OLD BUSINESS:**

- Perimeter Brick Wall Replacement: The construction company has requested more funds due to an increase in contractor costs and global inflation. The issue was tabled so Quesenberry and Fowler can meet with the company owner and project manager.

## **REPORTS:**

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

- Bank account report as of Oct. 31, 2022: Operating accounts: \$176,759. Reserve account: \$163,114. Total assets: \$339,873. The operating funds include a portion transferred from reserves to cover the ongoing perimeter wall replacement.
- Legal Action on Unpaid Dues: Sutliff made a motion to have the HOA's attorney pursue legal action on six homeowners with unpaid dues. Wilkerson seconded the motion. Motion passed.

### **Maintenance Committee Report – Russell Quesenberry**

- Landscaping contract: Fowler is in discussion with the selected vendor to provide a contract for Board review and approval.
- Overgrown common area behind NW 168<sup>th</sup> Street, near Claybridge Circle: Quesenberry will contact a vendor or advise concerned resident Chris Turan to provide a bid from a vendor.

### **Social Committee – Shawna Aldridge**

- Chili Cook-off on Nov. 13 was great and everyone attending had a fun time.
- Upcoming events:
  - December 10 – Breakfast with Santa
  - December 16 – Christmas Sing-along with music provided by the Matias Family.

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

- 7 Violation letters were mailed since the last meeting: 4 vehicle parking, 2 animals and pets, 1 sign.

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

- 3 requests approved since the last meeting for: 1 shed, 1 roofing shingles, 1 paint exterior.

### **Pool – Shawna Aldridge**

- No report

### **Nominating Committee – Robert Feinberg**

- Two Director seats are now available.

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

- A newsletter was emailed to residents about the annual meeting and chili cookoff.
- Newsletters will be sent soon with details on the upcoming holiday events, the annual “year in review” and request for Board and committee volunteers.
- The “Year in Review” slideshow from the annual meeting is posted on the website.

There being no other business, Wilkerson made a motion, seconded by Sutliff, to adjourn the meeting. Motion passed and Feinberg adjourned the meeting.

The next regularly scheduled board meeting will be Monday, Jan. 16 at 7 p.m. at the Clubhouse.