

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

**Date:** September 19, 2022

**Location:** Fenwick Clubhouse

**Directors Present:** Robert Feinberg, Scott Monetti, Lisa Sutliff, Claire Wilkerson, Russell Quesenberry, Shawna Aldridge, Pat Fowler, Phillip Nokes

**Directors Absent:** Richard Harris

**Guests:** Chris Turan

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

**Open Forum:** Chris Turan is concerned about the greenbelt behind his house being overgrown.

**Prior Meeting Minutes:** Nokes made a motion, seconded by Quesenberry to approve minutes of the Board meeting on August 15, 2022. Motion passed, 8-0.

## **OLD BUSINESS:**

- Perimeter Fence Repairs: Construction company is delayed in determining the depth of utility lines located where the brick wall would be reconstructed next to Garden Village on 164<sup>th</sup> Street. The maintenance committee had hoped to install a new concrete footer in the ground, which would require a 36” depth to withstand the Oklahoma wind. If that can’t happen, the board discussed other options for the concrete footer.
- The HOA’s attorney, Matt Winton, confirmed that Fenwick’s bylaws require that a home located on two lots requires a dues payment for each lot. Feinberg will notify the rental manager that attended the last board meeting and requested to pay for only one lot.

## **NEW BUSINESS:**

- Sutliff worked with Neighborhood Services Corporation to modify its proposed contract for management services between Jan. 1 to Dec. 31, 2023, to remain at \$9,000. Quesenberry motioned to approve the proposed 2023 contract for \$9,000 with NSC, seconded by Sutliff. Motion passed 8-0.
- The Bylaws require an annual review of it and the association rules. Feinberg scheduled a committee meeting to be held Oct. 3 at 7 p.m. to begin the annual review.
- Annual meeting is scheduled for November 14, 2022, at 7:00 P.M. in the Fenwick Clubhouse. Feinberg and Sutliff will prepare to mail notification to homeowners.

## **REPORTS:**

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

- Bank account report as of August 31, 2022: Operating account: \$197,105. Reserve account: \$210,543. Total assets: \$407,445.
- 22 homeowners have liens on their properties for unpaid dues.
- The Budget Committee met on August 21<sup>st</sup> to prepare the 2023 budget. The board requested changes, so the budget committee will discuss and Sutliff will report back to the Board. The Board and budget committee can schedule a meeting, if needed.

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

- Sprinkler repairs: Received a quote for \$2,367 from Grooms Irrigation & Landscape to replace damaged sprinkler heads. Quesenberry motioned to approve the expense up to the quoted amount of \$2,367 and Nokes seconded. Motion passed 8-0.
- Landscaping contract: Fowler and Quesenberry are working on an RFP and will request landscaping bids from multiple vendors for 2023.
- Monetti coordinated with Griffin Park to set beaver traps at the back ponds. Costs will be shared.

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

- Upcoming events:
  - September 23 – Dessert Potluck
  - October 14 – Halloween Movie in the Park
  - 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.

- 10 Violation letters were mailed since the last meeting: 5 Landscaping, 2 Vehicle Parking, 1 Sign, 2 Unsightly

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

- 1 request approved for solar panels.

### **Pool – Shawna Aldridge**

- Pool season ended on Labor Day. Repairs are being planned to prepare for next pool season.

### **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.
- A couple emails have been sent to residents in the past month about social events and project updates.

There being no other business, Wilkerson moved to adjourn the meeting, which was seconded by Quesenberry. The motion carried and the meeting adjourned at 8:35 pm.

The next regularly scheduled board meeting will be Monday, October 17, 2022, at 7:00 pm.