

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

**Date: May 18, 2020**

*Meeting was held virtually via Zoom video conference. Login details were provided to residents in the agenda prior to the meeting.*

**Members Present:** Robert Feinberg, Emily Garman, Lisa Sutliff, Angela Koenig, Harvey Jones, Loreanne Cowan, Scott Monetti, Will Hart

**Members Absent:** Tom Fiordelisi

**Guests:** Greg Blackwood, Ginny Trotter

Meeting Called to order at 7:03 p.m.

Open Forum for resident comments: no comments.

**April 20, 2020 Meeting Minutes and May 11 2020 Special Meeting Minutes: Sutliff moved to approve minutes as presented; Cowan seconded; the motion carried 6-0.**  
*(Monetti and Hart arrived after this vote was taken)*

**New Business:**

**Clubhouse, pool and playground – Cowan moved to keep the facilities closed until the City of Oklahoma City approves the beginning of Phase III of COVID-19 response (presumably June 1). Jones seconded; the motion carried 8-0.**

**Garage Sales – The city of OKC has lifted restrictions on issuing garage sale permits. Garman moved to proceed with the Fenwick Neighborhood Garage Sales on June 5 & 6 as planned. Jones seconded; the motion carried 8-0.**

**New Business:**

**Treasurer's Report – Lisa Sutliff**

- For the month ending April 30: Operating account: \$215,328. Reserves: \$271,855.  
Total Assets: \$487,377

**Maintenance Report – Harvey Jones**

- A/C at clubhouse (inside unit) repaired and tuneup
- Iron panels on brick wall on 164th Street need to be repaired. TPC to obtain estimate.
- Concrete walkway between FGV and Fenwick Main has some cracks impacting safety. TPC to obtain an estimate.
- Tree trimming/removal request for estimate sent to proposed contractor. Tree planning request for estimate sent to proposed contractor.
- Platinum Lane median needs week/grass killer. TPC to perform maintenance.
- Irrigation system. Each station was reviewed and timers were fixed. Two locations need repair and TPC will contact contractor for repair.

### **CPC Report – Jeff Andeel**

Violations report since April meeting: Landscaping: 22, Rubbish and Debris: 8, Vehicle Parking: 4, Signs: 3, Architectural: 1, Maintenance: 1, Fencing: 1.

### **Pool – Will Hart/Lisa Sutliff**

Budget approval for Brooks Pool Service: **Sutliff moved to approve Brooks Pool Service's bid for \$10,500 for 2020 for pool cleaning and chemicals; Garman seconded, the motion carried 8-0.**

Pool monitor budget: Trotter and Sutliff have worked on a schedule for pool monitors for the summer. **Sutliff moved that an additional \$4,000 be added to the amount budgeted for pool monitors in order to add a second monitor during peak times. Jones seconded; the motion carried 8-0.**

Bathroom Cleaning – we have received a bid for clubhouse bathroom cleaning enhanced procedures due to COVID-19. **Sutliff moved to approve the budget of \$5,000 to hire Capitol Cleaners to clean the clubhouse bathrooms twice per day for the summer. Monetti seconded. The motion carried 8-0.**

Sutliff moved to approval of funds to be allocated up to \$200.00 to purchase or construct a plexiglass barrier to use for pool monitors and guests to be able to communicate more safely. Cowan seconded; the motion carried 8-0.

T-shirts for pool monitors – **Sutliff moved to approve up to \$300.00 to purchase up to 30 shirts for pool monitors; Hart seconded; the motion carried 8-0.**

Fenwick Frogs Swim Team – The board discussed the status of the Frogs swim team; We will still offer the Fenwick Frogs access to the pool to practice and our support of the team.

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

- 2 projects approved: 1 OZ safe room, and 1 tree removal and replacement.

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

- We continue to give out welcome baskets and they are happily received.
- Plant sale was a success; about 15 people came and traded plants and talked.

### **Social Committee – Angela Koenig**

The committee is discussing some options for events we can do while keeping people safe.

### **Nominating Committee – Tom Fiordelisi – No Report**

### **Communication Report – Emily Garman – no report**

Hart moved to adjourn the meeting at 8:46 p.m. Seconded by Sutliff. The motion carried 8-0.

The next regular board meeting will be Monday, June 15, 2020 at the clubhouse.