

**FOXCLIFF ESTATES SOUTH HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
July 11, 2005**

OFFICERS/MEMBERS PRESENT: **Chuck Molzon
Calvin Kelly
Bob Altizer
Bruce Kohl**

ASSOCIATION MANAGER: **Carolyn Holland**

LEGAL COUNCIL **Rod Bray**

Guest	Jerry & Claire Byle Lori Engle Bonnie Kohl John Mayberry Ken Dalton Jim & Micky Holmberg Fred & Sonie Davenprt Joe Dillon	Marc Tofollo Lisa Payne Bill Spina Jennifer Tillman Jerry Cummins Marlys Weis Hank Hammonds
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Chuck Molzon called meeting to order at 7:00 p.m.

Agenda – Bob Altizer requested that “air conditioner repair” be added as item e.1 under new business; Covenants Committee be added as item e.2; weight room equipment be added as item e.3. Lori Engle requested that unsightly lot/grass mowing of lot 669 be added as item e.4. Bob Altizer made a motion and Bruce Kohl seconded to approve the agenda as amended. Motion carried.

June Meeting Minutes – Bob Altizer requested a change on page 2 “Trash Can” changing “motion died” to “motion failed”. Carolyn Holland requested that the time and persons making motion to adjourn the June meeting minutes be added. Motion made by Calvin Kelly and seconded by Bob Altizer to approve the June Meeting Minutes as amended. Motion carried.

Committee Reports – See attached.

Social Committee – Claire Byle, on behalf of the Social Committee, requested a check for \$416.77, payable to Squealer’s Bar-B-Que for cost of social event on July 17th. Bob Altizer made motion and Calvin Kelly seconded to approve expenditure. Motion carried. Bob Altizer made motion and Calvin Kelly seconded to approve the committee reports as submitted. Motion carried.

Scanner/Copier/Printer – Motion was made by Calvin Kelly and seconded by Bruce Kohl to purchase a multi-purpose Copier/Printer/Scanner along with a DVD writer drive for a cost of no more than \$400. Motion carried.

Old Business:

Trash Can Purchase – Calvin Kelly made motion and Bruce Kohl seconded to purchase two Sanitary Napkin Waste Receptacles for the pool area restrooms. After discussion the motion failed. Motion was made by Bob Altizer and seconded by Bruce Kohl to purchase four Sanitary Napkin Waste Receptacles, 1000 liners and Latex gloves for both the pool area and clubhouse area ladies restrooms. Motion carried.

Office Manager Hours – Bob Altizer made motion and Calvin Kelly seconded to amend policy to allow Office Manager to use compensatory time in half hour and hour increments as needed. Motion carried 3/1 with Bruce Kohl voting Nay.

Clubhouse Cleaning Service – Bob Altizer has been in contact with Nancy Smith regarding Certificate of Insurance for Liability Coverage. Nancy Smith to provide.

Director Payment for Mileage/Incidentals – Issued tabled.

Open Action Items – Open action items were reviewed. Updates on attached sheet.

New Business:

Single Trash Hauler Report - Ken Dalton and John Mayberry working with Foxcliff North regarding securing a single trash hauler for neighborhoods. They will formulate a bid package and visit sites of bidders. They stated it would take approximately 60 days before a presentation would be ready for the Board.

Diamond Builders Lot 883-884 – Bill Spina approached Board requesting the return of the Building Bond. After discussion with Board regarding an issue of compliance with covenants on this site, Bob Altizer made motion and Calvin Kelly seconded to withhold the bond monies until issue could be resolved. Motion carried.

Diamond Builders Lot 861 – Bill Spina approached Board regarding the disapproval of plans for lot 861. After discussion with Board, Bob Altizer made motion and Calvin Kelly seconded to approve plans with a stipulation that if the home sold before completion, builder and homeowner would meet with Building Control to go over construction requirements.

Dillon/Davenport Lot 829 – Joe Dillon approached Board on behalf on owners Fred and Sonie Davenport with regard to the disapproval of plans for lot 829. After discussion with Board, Bob Altizer made motion and Calvin Kelly seconded

to approve plans with changes moving house forward on site an appropriate amount to properly site house on lot and with setback at 20'. Motion carried.

Dillon/Koger Lot 962 – Joe Dillon approached Board on behalf of Cecil Koger with regard to the disapproval of plans for lot 962. After discussion with Board, Bob Altizer made motion and Calvin Kelly seconded to approve plans upon receipt of a corrected plot plan. Motion carried.

Repair Air Conditioning – Bob Altizer made motion and Calvin Kelly seconded to pay Tom Land \$274.28 for repair of air conditioning in clubhouse. Motion carried.

Draft Covenants – Bob Altizer made motion and Calvin Kelly seconded to expend \$100 for printing and postage cost to prepare letters to community regarding meetings to discuss new covenants. Motion carried.

FESHA Letter to Foxcliff North – Calvin Kelly made motion and Bob Altizer seconded to prepare letter to Foxcliff North to apologize for comments made by FESHA board member to Foxcliff North Manager and Board Member. Motion carried.

Work Environment Inquiry Report – Chuck Molzon discussed the results of the work environment inquiry report.

Legal – Rod Bray updated board on delinquent accounts stating that claims had been filed on lots 517, 906, 907, 257, 521, 297, 561 and 282, and a court date of August 19, 2005, 10 a.m. had been set. Carolyn to keep Rod notified of any monies received. Rod stated that he had done some research of the question regarding Roberts Rules of Order and found that the most recent version should be used.

Reinstate Memberships – Motion was made by Calvin Kelly and seconded by Bob Altizer to reinstate the memberships of Cheri Gough, George Burgess, Charles Mason, and Jim Loughran. Motion carried.

Proposed By-Law Change – Bob Altizer read Rod Bray's comments with regard to ability to fine and establishing a schedule of fine for each type of violation. Bob to resend e-mail regarding fines.

Financial Report – Calvin Kelly presented financial report. Preliminary budget figures were presented. Calvin asked Carolyn to follow up on our CAI membership and stated that he would be spending \$25 to renew our firewall protection.

New Action Items – List attached.

Adjournment - Motion was made by Calvin Kelly and seconded by Bruce Kohl to adjourn meeting at 10:40 p.m. Motion carried.

FESHA Board of Directors: July 11, 2005
ASSOCIATION MANAGER'S REPORT

I. GENERAL ACTIVITY

- a. Much correspondence with title companies, attorneys and real estate agents to resolve issues on homes where there are delinquent accounts.
- b. Several sets of building plans have been received and letters have been forwarded to adjacent property owners.
- c. Several lots and homes have sold and letters have been requested and forwarded by Title Companies.

II FINANCIAL ACTIVITY

- a. Association dues
- b. As of the end of May there is a balance of eight and three fourths (8 $\frac{3}{4}$) of banked comp time.
- c. Purchased letterhead paper and envelopes, miscellaneous items. Stationary purchase put us over budget in this category but is not a recurring expense. Manageable deficit.
- d. Office budget, to include utilities, office supplies, payroll, etc. is tracking slightly over budget for the following reasons:
 - a. Electricity is well under budget, but summer air conditioning cost will erase this overage,
 - b. Gas is well over budget, however gas use will be significantly lower during summer erasing this deficit,
 - c. Payroll is slightly over budget, plus banked comp time, partly due to longer than anticipated Board meetings. This deficit can be managed close to budget,
 - d. Communication expenses are over budget due to higher than anticipated postage costs, printing and reproduction costs, office phone, and internet service. Plan to drop SCICAN for a very modest savings. Anticipate this staying over budget.
 - e. Mileage costs higher due to higher federal rate than budgeted.
 - f. Professional fees under budget, lower cost for CAI
 - g. Taxes close to budget..

III INTERIM ACTIONS

- a. None

IV. OTHER NEWS/GENERAL INFORMATION

- a. E-mail situation has been resolved.
- b. SCICAN has been discontinued, no longer receiving junk e-mails.
- c. Completed Insurance Audit
- d. Several community violation letters sent to residents.
- e. Received monies on three delinquent accounts. Rod filing on remainder. Court dates are forthcoming.

FESHA Board of Directors: July 11, 2005
BUILDING CONTROL COMMITTEE REPORT

I. GENERAL ACTIVITY

Construction of new homes within the neighborhood continues at a very busy pace.

- a. Lot 240/241 (Ratts): In process of building brick mailbox. Holding money for non-conforming mailbox. Recommend sending letter to retain money and direct them to install conforming mailbox within 10 working days.
- b. Lot 253 (Dalton): Road repaired, deposit returned. Last report.
- c. Lot 513 (Dillon): Pre-construction meeting held, lot cleared. Awaiting groundbreaking.
- d. Lot 531 (Bunnell): Complete, deposit returned. Lat report.
- e. Lot 669 (Dillon): Home nearing completion. Requires finishing touches for kitchen and carpet installation. Assessed \$250 for after-hours work.
- f. Lot 672 (Nix): Nearing completion, need finishing touches of exterior trim.
- g. Lot 687/688 (Young): Steady progress. County directed corrections to swales and erosion control. Still need to finalize swale on north side of property, allows excessive runoff to neighbor's yard. BCC must consider assessment for raised concrete driveway to rear of property. Awaiting copy of permit for bringing fill dirt into flood plain. Interior details going well. Driveway poured, double width. Good progress on large project.
- h. Lot 710 (Kindler/Dillon) Foundation dug and poured. Slow pace.
- i. Lot 824 (Dillon): Good progress on this project. Home nearly under roof, completely framed out. Awaiting revision to add windows in rear of home. Delivery truck caused road damage, working with builder to get repaired.
- j. Lot 829 (Dillon): Received plans for home, received inputs from neighbors, awaiting BCC review.
- k. Lot 832 (Dillon): No activity this past month.
- l. Lot 845 (Crowder) Awaiting second review of revised plans and pre-construction meeting.
- m. Lot 858 (Dillon): Foundation poured, framing materials delivered. Progress slow.
- n. Lot 861 (Spina): Plans disapproved pending review of entire Board. Letter sent, received reply from Spina's attorney.
- o. Lot 883/884 (Spina): Home essentially complete. Final grade not up to "standards", mailbox on roadway instead of one foot from vertical plane of road. Advised builder that the enclosed porch is not as approved (screened-in porch) and incorporates siding and has improper roof pitch both violations of covenants for that portion of Southampton. Still awaiting reply to letter sent by Rod Bray
- p. Lot 893 (Laux): No activity. Recommend returning \$1000 construction deposit and revoking construction approval.
- q. Lot 897 (Swan/Kirsh): Home fully enclosed, brick work well under way. Observed workers on a Sunday, letter sent. Excellent progress
- r. Lot 962 (Koger/Dillon): Received plans, received neighbor inputs, awaiting review by BCC

II. FINANCIAL ACTIVITY

- a. Returned \$4000 Construction deposit to Dalton
- b. Returned \$4000 Construction deposit to Bunnell
- c. Accepted \$4000 Construction deposit from Dillon Homes for Lot 513 along with \$500 road usage fee.

III. INTERIM BOARD ACTIONS

Revised Construction Requirements and Rules "published" on 15 June. BCC met on 2 July with following actions:

- a. Disapproved plans for Lot 829
- b. Disapproved plans for Lot 962
- c. Approved plans for Lot 845

- d. Approved plans for Lot 256
- e. Deferred review of Lot 861 plans and issue with Lot 883/884 to July Board meeting.

FESHA Board of Directors: July 11, 2005

CLUBHOUSE

1. General Activity. There was four rentals in June bringing in \$300 income to the general budget. Bible study continues on Wednesday's and exercise classed Monday through Thursday.
2. Financial Review – January through June
Clubhouse Facilities expenses – \$1007 YTD with \$1500 YTD budget
Repairs \$65.39 – not a budgeted item
Trash pickup – on track on budget
Utilities - \$2602 YTD with Annual budget of \$9500 (gas budget is going to be insufficient)

ROADS AND LAKES

1. Roads mowing - \$1590 spent YTD with a \$2010 YTD budget
2. Dams mowing - \$1000 spent YTD with a \$1650 YTD budget
3. Lakes - \$1350 spend with an annual budget of \$5400
4. Snow removal - \$4,577 spent with an annual budget of \$10,000
5. OVERALL - \$8477 spent with a YTD budget of \$19,200

Social Committee Report for July 11, 2005 Board of Directors Meeting

Garage Sale – judging by the amount of traffic and loaded trucks garage sale was successful to those who participated.

Plans moving forward for July 18 Family Bar-B-Que.

Would like to request a check be written in the amount of \$416.77

Paid to Squealers. Would like to have a check not later than Wed. July 13.

Budget amount approved was \$500.00.

Ladies Luncheon in August. We have a budget of \$50.00 and we are requesting that amount.

Social Committee Budget Request for 2006 - \$2900.00

#	Date	Action to be addressed	Due Date	OPR	Action / Date Complete
04.10.09	25-Oct-04	Prepare letters to owners of Lots 680 & 684 advising of our accepting Lots 681, 682 and 683 and extending same offer to accept donation of their lots.	8-Nov	Kelly	Original due date - 15 Nov 04. Update date to 10 Jan, Update to 11 Apr 05, Update to 9 May. Update 6/13. Update 7/11/05. Update 8/8/05
04.11.03	8-Nov-04	Confirm with AECON on drainage survey cost	9-May	Kohl	Original due date 15 Nov 04 OPR - Kohl. Reassigned to Altizer on 14 March 2005. Update 6/13. Update 7/11/05. Update 8/8/05
04.11.04	8-Nov-04	Obtain second estimate for drainage survey cost	9-May	Kohl	Original due date 13 Dec 04 OPR - Kohl. Reassigned to Altizer on 14 March 2005. Update 6/13. Update 7/11/05. Update 8/8/05
05.01.13	10-Jan-05	Review situation on sink hole along N. Country Club Road, contact Sun Communications to schedule repair. (Ref AI 04.12.01)	9-May	Altizer	Original due date 24 Jan 05 OPR - Kohl. Reassigned to Altizer on 14 March 2005. Update 6/13. Original sink hole repaired but a new area of erosion has appeared downstream. Update 7/11/05. Project half completed. Updat 8/8/04
05.03.04	14-Mar-05	Determine use of Lots 681,682 and 683	13-Jun	Vogel	Update 6/13. Update 7/11/05. Update 8/8/05
05.03.06	14-Mar-05	Sidewalk estimates pool/tennis court	12-Sept.	Vogel	
05.05.10	9-May-05	Develop By-Laws on Road Usage	13-Jun	Altizer	Under coordination. Update 7/11/05. Update 8/8/05
05.06.14	13-Jun-05	Determine if ditch behind lots 667/672 is within the rear lot easement	11-Jul	Vogel	Update 6/13. Update 7/11/05. Update 8/8/05
05.06.15	13-Jun-05	Determine if ditch being lot 901 is homeowners or golf courses	11-Jul	Vogel	Update 7/11/05. Update 8/8/05
05.06.16	13-Jun-05	Make recommendation concerning year end audit/review	11-Jly	Kelly	Update 8/8/05
05.07.13	13-Jul-05	Write ltr to Eric Ratts, 30 days to complete mailbox	8-Aug	Molzon	
05.07.13	13-Jul-05	Reconcile By-Laws/Voting procedure ref. Proxy voting	8-Aug	Kohl	

