

**FOXCLIFF ESTATES SOUTH HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
June 13, 2005**

OFFICERS/MEMBERS PRESENT: **Chuck Molzon
Calvin Kelly
Bob Altizer
Cindy Vogel**

ASSOCIATION MANAGER: **Carolyn Holland**

LEGAL COUNCIL **Rod Bray**

Guests: **Jerry & Claire Byle
Lori Engle
Bonnie Kohl
Kurt Vogel
John Mayberry
Rosemary Altizer
Katrina Vogel**

Chuck Molzon called meeting to order at 6:02 p.m.

Proxy – As Bruce Kohl was unable to attend meeting, Cindy Vogel presented Board with a notarized letter from Bruce allowing Cindy Vogel to vote on his behalf.

Agenda – Bob Altizer made a motion and Cindy Vogel seconded to approve the agenda as written. Motion carried

May Meeting Minutes – Bob Altizer made a motion to approve May minutes. Motion seconded by Calvin Kelly. Motion carried.

Delinquent Accounts – A motion was made by Calvin Kelly and seconded by Bob Altizer to allow Rod Bray to proceed with filing on all delinquent accounts. Motion carried.

Construction Requirements – Calvin Kelly made a motion and Bob Altizer seconded to approve the construction requirements as amended. Motion carried.

Lot 669 – A motion was made by Calvin Kelly and seconded by Bob Altizer to fine owner of Lot 669 \$250 for building code violation. Motion carried.

Board Meeting Time – A motion was made by Cindy Vogel and seconded by Bob Altizer to change the Board Meeting time from 6 p.m. to 7 p.m. Motion carried.

Trash Pickup Service – Bob Altizer made motion and Calvin Kelly seconded to form committee to investigate a single trash service for neighborhood. Motion Carried.

Trash Pickup Committee – Bob Altizer made a motion to allow John Mayberry and Ken Dalton to participate in study of which Trash Service to recommend to neighborhood as sole trash service for community. Motion Carried.

July Social Event – Motion was made by Bob Altizer and seconded by Calvin Kelly to grant \$500 to the social committee for a community Bar-B-Que on July 17, 2005. Motion Carried.

Cleaning Service Insurance – Bob Altizer made motion and Calvin Kelly seconded to ask Clubhouse Cleaning Service for a copy of their Certificate of Insurance for liability and Workers' Comp. Motion carried.

Letter Templates – Calvin Kelly made motion and Bob Altizer seconded to approve letter templates for various Association violations as amended in discussion. Motion carried.

Trash Can Purchase – Bob Altizer made motion to purchase 4-gallon trash cans with lids to place in the stalls in the ladies restrooms. Calvin Kelly seconded. After discussion the motion died. It was decided that further research was required.

Clubhouse Sign – Calvin Kelly made a motion and Bob Altizer seconded to purchase the clubhouse sign from SABCO Signs for a cost of \$1250. Motion carried.

Office Manager Letter – Letter from Association Manager regarding hostile work environment was addressed. Motion made by Cindy Vogel and seconded by Bob Altizer to hire third party to conduct inquiry to investigate the allegation. Motion Carried.

Legal – Rod Bray updated board on delinquent accounts. Calvin Kelly made motion and Bob Altizer seconded to allow Rod to move forward with filing on outstanding accounts. Motion carried.

Committee Reports – See attached.

Financial Report – Calvin Kelly presented financial report. He stated he would like to see a draft of next years budget from all committee members by next meeting. Calvin stated that he would need to secure signatures for new money market account.

Old Business: Open Action Items reviewed. Updates on attached sheet.

New Action Items – List attached.

Adjournment - Motion was made by _____ and seconded by _____
to adjourn meeting at _____ p.m. Motion carried.

FESHA Board of Directors: June 13, 2005

BUILDING CONTROL COMMITTEE REPORT

I. GENERAL ACTIVITY

Construction of new homes within the neighborhood continues.

- a. Lot 240/241 (Ratts): In process of building brick mailbox. Holding money for non-conforming mailbox.
- b. Lot 253 (Dalton): Home complete, paperwork being processed to return deposit, holding pending repair of road.
- c. Lot 531 (Bunnell): Home complete, paperwork being process to return deposit.
- d. Lot 669 (Dillon): Home nearing completion. Final grade, seeding, final details to be finished. BCC/Board must review and decide on any assessment for workers being in house well after hours.
- e. Lot 672 (Nix): Exterior brickwork nearing completion. Driveway and walkways complete. Need to complete final exterior details and grade and seeding. Built brick mailbox before receiving BCC review/approval..
- f. 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. Good progress on large project.
- g. Lot 710 (Kindler/Dillon) Pre-construction meeting held, erosion fence in place.
- h. Lot 824 (Dillon): Lot cleared and foundation in place. Moderate progress, some delay due to steepness of lot and amount of rain.
- i. Lot 832 (Dillon): Pre-construction meeting held, anticipate groundbreaking in near future.
- j. Lot 858 (Dillon): Pre-construction meeting held, ground broken, ready to pour foundation.
- k. 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 which is a violation of covenants for that portion of Southampton. Awaiting reply.
- l. Lot 893 (Laux): No activity. Recommend returning \$1000 construction deposit and revoking construction approval.
- m. Lot 897 (Swan/Kirsh): Pre-construction meeting held. Very quick progress on this home. Foundation in place, house nearly enclosed.
- n. Plans conditionally approved for Lot 845 (Crowder). Plans require update to show alterations to exterior to include minimum required brick and to show new County requirements for erosion control plan. Anticipate pre-construction meeting in early June.
- o. Received plans for Lot 513 (Dillon). Neighbor comments received, awaiting BCC review/approval.
- p. Received plans for Lot 861 (Spina). Letters sent for neighbor comment. Recommend holding plans in abeyance / disapproving until correction of covenant violation on Lot 883/884 is satisfactorily resolved.

II. FINANCIAL ACTIVITY

- a. Accepted \$4000 Construction deposit from Dillon Homes for Lot 832 along with \$500 road usage fee.
- b. Accepted \$4000 Construction deposit from Dillon Homes for Lot 710 along with \$500 road usage fee.

III. INTERIM BOARD ACTIONS

- a. Anticipate plans soon for homes on Lots 828/829.
- b. Need approval of changes to Construction Requirements and Rules.

FESHA Board of Directors: June 13, 2005
POOL/TENNIS

Pools open.

FESHA Board of Directors: June 13, 2005
COMMON AREA

None at this time.

FESHA Board of Directors: June 13, 2005
COMMUNICATIONS

No report submitted

FESHA Board of Directors: June 13, 2005
ROAD/LAKES REPORT

No report submitted

FESHA Board of Directors: June 13, 2005
SAFETY

No activity.

FESHA Board of Directors: June 13, 2005
ASSOCIATION MANAGER'S REPORT

I. GENERAL ACTIVITY

- a. Per BoD direction, letters suspending corporation membership sent to dues delinquent members. Several have since paid dues, require Board action to reinstate membership for Loughran, Burgess, and Dewbrew.
- 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 collected \$1200; still \$4800 below budget.
- 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. Continue to experience problems forwarding e-mails to the entire community.
- b. Excessive amounts of unsolicited advertising and adult content emails. Recommend dropping SCICAN immediately. Average 80+ junk emails per day.

AI #	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	1.0
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	1.0
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	1.0
05.01.04	10-Jan-05	Obtain pricing quote for re-keying entry doors.	9-May	Altizer	Original due date 24 Jan 05 OPR - Vogel. Reassigned to Altizer on 14 March 2005. Update 6/13. Update 7/11/05	1.0
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	1.0
05.03.04	14-Mar-05	Determine use of Lots 681,682 and 683	13-Jun	Vogel	Update 6/13. Update 7/11/05	1.0
05.03.06	14-Mar-05	Sidewalk estimates pool/tennis court	12-Sept.	Vogel		1.0
05.04.05	11-Apr-05	Write letter to T. Furgeson and Morgan County sheriff concerning part-time / short-term patrol for traffic infractions. Provide information at May BoD meeting	22 Apr / 9 May	Kelly		
05.04.10	11-Apr-05	Develop a time-line / process to ensure timely submission of budgeting request to support a November budget approval	9-May	Kelly		
04.11.12	30-Nov-04	Write letter to Smart Realty concerning payment for unsightly yardwork	13-Dec	Kelly	Update 6/13. Update 7/11/05	1.0
05.01.03	10-Jan-05	Obtain materials to construct wall under stairs to basement to the end of the stairs to create storage space.	9-May	Altizer	Update 6/13. Update 7/11/05	1.0

05.05.10	9-May-05	Develop By-Laws on Road Usage	13-Jun	Altizer	Complete, awaiting payment. Still awaiting payment on 11 Apr, will send second letter. Update due date to 22 Apr. Update 6/13. Update 7/11/05	1.5
05.06.14	13-Jun-05	Determine if ditch behind lots 667/672 is within the rear lot easement	11-Jul	Vogel	Wall under stairs completed. Awaiting resolution of water leakage to enclose for storage. Reassigned to Altizer, update 9 May Update 9 May. Update 6/13. Update 7/11/05	1.5
05.06.15	13-Jun-05	Determine if ditch being lot 901 is homeowners or golf courses	11-Jul	Vogel	Update 7/11/05	1.0
05.06.16	13-Jun-05	Make recommendation concerning year end audit/review	11-July	Kelly		