

**FOXCLIFF ESTATES SOUTH HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
May 9, 2005**

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

ASSOCIATION MANAGER: **Carolyn Holland**

LEGAL COUNCIL **Rod Bray**

Guests:

Jerry & Claire Byle	Terry Harris
Lori Engle	John & Gloria Bunnell
Bonnie Kohl	Ken Dalton
Kurt Vogel	Jason & Corissa Swan
Daymon Brodhacker	Toby & Mary Barco
John Mayberry	Craig Dahl
Joe Dillon	Rosemary Altizer
Art Brill	

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

Agenda – Bob Altizer made a motion and Calvin Kelly seconded to approve the agenda with addition under new business (L). Power Washing Concrete Deck . Motion carried

April Meeting Minutes - Calvin Kelly made a motion to approve April minutes. Motion seconded by Cindy Vogel. Motion carried.

Associate Memberships – Cindy Vogel made a motion to extended associate membership to Foxcliff Green, Woodland Point, Fox Run and Mapleturn Plains. As there was no second motion died.

Pool Area Telephone – Calvin Kelly made a motion to install a telephone in the pool area with annual cost including purchasing the telephone of \$310. Bob Altizer seconded. Motion carried.

Purchase Reimbursement Process Policy – Calvin Kelly presented a Purchase Reimbursement Process Policy and made a motion to implement as a current policy with adding a new paragraph stating “Such purchase must remain in the current year budget.” Bob Altizer seconded. Motion carried.

Clubhouse Sign – Calvin Kelly presented a drawing and cost for the sign to be placed in front of the clubhouse and made motion to accept. As there was no

second motion died. Board decided that we should receive one more estimate of equal quality.

Membership Suspension – Calvin Kelly made a motion and Bob Altizer seconded to suspend the membership of all members that are more than 30 days late in paying dues. Motion carried.

Election Process – Chuck Molzon presented the results of the Ad Hoc Committee for the Election Process. As the Board had not reviewed before meeting, it was decided to table and review and approve via e-mail within the following week.

Basement Closet – Bob Altizer made motion and Calvin Kelly seconded to spend \$48.10 to complete basement closet. Motion carried.

Ladies Luncheon Reimbursement – Bob Altizer made motion and Cindy Vogel seconded to reimburse Bonnie Kohl \$31.27 from the April ladies luncheon. Motion carried.

Women's Bible Study – Bob Altizer presented a request from Sherrie Martin to hold a bible study in the clubhouse and made a motion to approve. Calvin Kelly seconded. Motion carried.

Vending Machines – Cindy Vogel made a motion to contract with Crown Vending for both the soda and snack machine, receiving a commission for the soda machine of 20% of sales and the snack machine 10% of sales. Bob Altizer seconded. Motion carried.

Ice Cream/Freezer – Cindy Vogel made a motion to purchase a freezer for \$150 and purchase Blue Bunny Ice Cream from Walmart. Bob Altizer seconded. Motion carried. Chuck Molzon voting Nay.

Associate Member Solicitation – Calvin Kelly made motion and Bob Altizer seconded to increase the Associate Membership fee to \$125 per year and extend the memberships to only Foxcliff Green and Woodland Point residents. Motion carried. Chuck Molzon voting Nay.

Approval of Lot 858 – Motion was made by Bob Altizer and seconded by Calvin Kelly to approve the house plans for Lot 858 with changes listed by the owners. Motion carried.

.Legal – Rod Bray stated that he had received information on delinquent accounts and would be moving forward with collection efforts. He is also checking into law regarding scooters and will forward.

Committee Reports – See attached.

Financial Report – Calvin Kelly presented financial report. Calvin stated the ING account was not available to businesses and was working on finding another bank to transfer monies into.

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

New Action Items – List attached.

Adjournment - Motion was made by Calvin Kelly and seconded by Altizer to adjourn meeting at 9:43 p.m. Motion carried.

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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): Nearing completion, requires primary landscaping and return of deposit.
- c. Lots 290/291 (Runkel): House complete, deposit returned.
- d. Lot 531 (Bunnell): Essentially complete, awaiting completion of primary landscaping and repair of yard across street damaged during construction process.
- e. Lot 641 (Brodhacker): Project appears complete.
- f. Lot 669 (Dillon): All brick work complete, driveway poured. Drywall completed, cabinets delivered. Good progress.
- g. Lot 672 (Nix): Exterior brickwork nearing completion. Driveway and fill/landscaping still to go. Will replace temporary mailbox with conforming mailbox. Homeowners have moved n.
- h. Lot 687/688 (Young): Good progress on large project. Insulation complete, drywall work well under way. Stop work order placed on exterior grading due to concerns with pathway and fill dirt in flood plain. DNR will work with homeowner of potential violation and advise FESHA.
- i. Lot 863 (Spina): Home complete, deposit refunded less assessment for work on Sunday.
- j. Lot 883/884 (Spina): Good progress. Working on interior trim and finish. Brickwork for porch complete.
- k. Lot 893 (Laux): No activity.
- l. Plans conditionally approved for Lot 845 (Crowder), awaiting pre-construction meeting. No communication this month.
- m. Received plans for homes on Lot 832, ready for BCC review and approval.
- n. Approved plans for driveway update on Lot 571 (Myers).

II. FINANCIAL ACTIVITY

- a. Returned \$4000 Construction deposit on Lot 290/291.
- b. Returned \$3750 Construction deposit for Lot 863.
- c. Accepted \$4000 Construction deposit from Diamond Builders for Lot 862 along with \$500 road usage fee.
- d. Accepted \$4000 Construction deposit from Jason Swan for Lot 897 along with \$500 road usage fee.
- e. Accepted \$4000 Construction deposit from Dillon Homes for Lot 858 along with \$500 road usage fee.

III. INTERIM BOARD ACTIONS

- a. Reviewed plans for Lot 710 (Kindler), requested slight realignment of home before approving. Awaiting reply from homeowner.
- b. Anticipate plans soon for homes on Lots 828/829 and Lot 513.
- c. Provided suggested changes to Construction Requirements and Rules, including provisions for reviewing/approving windows other than wood, aluminum clad wood, or vinyl clad wood windows.

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CLUBHOUSE COMMITTEE REPORT

We had two rentals in April. One sad they would not rent the clubhouse if they had to do the inventory checklist. Rather than loose the rental, the requirement was waived.

The entryway brackets were removed from the weight room.

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COMMON AREAS/POOL/TENNIS

Common Area Report

1st Mowing end of April
Billing?

Received quote from Fletcher landscaping of \$350 to repair erosion on tennis/pool hill. More repair is recommended; Safety issue.

Garden Group planted drought loving plants in rockery at pool. Grasses split from entry sign, and grasses, daylilies and coneflowers donated by Bonnie Jamison and Cindy Vogel were planted.

Pool/Tennis

Pool filled.

Sandfilter recharged. IPM discovered wrong sand type had been used; replaced with silca sand. A half trash can of golf balls, toys, goggles, broken plastic removed from the filter. Bill pending.

Dining barrier purchased and installed.

Guard stands installed.

Chain link fencing stretched and repaired.

Ringbouy, vac head and hoses, fence hangers, hose reel, misc plumbing repair items purchased.

Pump room and locker room painting continues.

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COMMUNICATIONS

No report submitted

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ROAD/LAKES REPORT

No report Submitted

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SAFETY

No report Submitted

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AD HOC COMMITTEE – ELECTION PROCESS

I. GENERAL ACTIVITY

- a. Committee formed under direction of BoD at April 11, 2005 meeting. Committee to consist of:
 - i. Chuck Molzon (Committee Chair)
 - ii. Bruce Kohl
 - iii. Claire Byle
 - iv. John Mayberry
 - v. Dave Toombs

- b. Committee members shared ideas on potential changes via email. Held first meeting on April 22nd to discuss differences and to reach consensus. One committee member arrived late. When advised of what had transpired and of decisions made to that point, the committee member opted not to participate and walked out of the meeting. Remaining committee members reached consensus on remaining issues and directed chair to develop a package showing agreements for further review.

- c. After sharing comments via email, the remaining committee members met again on April 29th to review the package developed, under the guidance of the committee, by the chair. Following discussion, the committee proposes changes to the election process as shown in the attached file. The file includes
 - i. Description of the process
 - ii. Instructions for voting
 - iii. Sample proxy/ballot
 - iv. Sample return envelope

II. FINANCIAL ACTIVITY

- a. There was no financial activity associated with the committee.

- b. The committee estimates that the revised election process, if adopted by the Board of Directors, may incur an additional cost, over the previous process, of approximately:
 - i. \$113.20 (if included with dues notice/other correspondence, plus time/labor)
 - ii. \$185.80 (if separate mailing, plus time/labor)
 - iii. Costs include additional postage (\$.23 or \$.37 x 340) and printed envelope(s) (\$35 for single included return envelope/\$60 for outer envelope and included return envelope).

III. INTERIM ACTIONS

- a. None

IV. OTHER NEWS/GENERAL INFORMATION

- a. As committee chair, I would like to thank Claire Byle, John Mayberry, and Dave Toombs for their dedicated efforts in developing a revised election process. The committee recommends the Board of Directors adopt the revised election process.

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ASSOCIATION MANAGER'S REPORT

II. GENERAL ACTIVITY

- a. The association office has seen a lot of activity during the past month.
- 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. Letters were forwarded to all delinquent accounts giving them 30 days to pay. To date I have not had a response from any of them. Accounts will be forwarded to Rod Bray to pursue.
- b. We have received monies from three new advertising customers.
- c. The tax rate on the three bank lots was reduced substantially.

Office Budget – See Financials

III INTERIM ACTIONS

IV. OTHER NEWS/GENERAL INFORMATION

- 1. Receiving a lot of spam e-mails. Calvin to purchase software.

AI #	Date	Action to be addressed	Due Date	OPR	Action / Date Complete	
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	1.0
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	1.0
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	1.0
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	1.0
01.10	10-Jan-05	Review drainage issue and lack of swale on lot 558, prepare letter to owner requesting repair as necessary. (Ref AI 04.04.09)	9-May	Altizer	Original due date 13 Feb 05 OPR - Kohl. Reassigned to Altizer on 14 March 2005. Update 6/13	1.0
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	1.0
03.01	14-Mar-05	Write policy for misc. expenditures	11-Apr	Kelly	Update due date to 22 Apr. Completed/Closed	1.0
03.04	14-Mar-05	Determine use of Lots 681,682 and 683	13-Jun	Vogel	Update 6/13	1.0
03.05	14-Mar-05	Determine color for entryway signs	9-May	Kohl	Completed/Closed	1.0
03.06	14-Mar-05	Sidewalk estimates pool/tennis court	12-Sept.	Vogel		1.0
03.07	14-Mar-05	Develop pool registration	11-Apr	Vogel	Update due date to 1 May, in time for pool opening. Completed/Closed	1.0
03.08	14-Mar-05	Respond to draft covenants	15-May	All	Completed/Closed	1.0
04.01	11-Apr-05	Obtain firm estimates and design for Clubhouse sign	22-Apr	Kelly	Update 6/13	1.0
04.02	11-Apr-05	Obtain information on "Green" building codes for updating window requirements for Construction rules	22-Apr	Kelly	Completed/Closed	1.0

04.03	11-Apr-05	Set up ING financial accounts and process for transferring funds for Operational and other reserve funds	22-Apr	Kelly		Update 6/13	1.0
04.05	11-Apr-05	Write letter to T. Ferguson and Morgan County sheriff concerning part-time / short-term patrol for traffic infractions. Provide information at May BoD meeting	22 Apr / 9 May	Kelly		Update 6/13	1.0
04.06	11-Apr-05	Obtain estimate from M. Fletcher to repair "sink holes" near tennis court and proposed action to repair	18-Apr	Vogel		Estimate \$350. Completed/Closed	1.0
04.07	11-Apr-05	Coordinate with R. Bray and B. Altizer on obtaining a letter from R. Bray to Sun Communications to resolve sink hole along N. Country Club Rd. (Ref AI	9-May	Kohl			1.0
04.08	11-Apr-05	Obtain minimum phone requirements to support pool operations.	9-May	Vogel		Completed/Closed	1.0
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		Update 6/13	1.0
10.04	25-Oct-04	Write letter of concern to Young's of potential problems with drainage from their lot onto neighbors lots.	31-Oct	Molzon		Letter sent on 28 Oct. Awaiting response back. Spoke with Young's, still need final design and BCC approval. Awaiting Morgan County survey of drainage issue. Met with DNR representative who will work with Yongs on potential violation and provide update to FESHA. Retain "Stop-Work" order until report from DNR. Stop work order removed. Completed/closed	1.5
11.01	8-Nov-04	Provide update to winter vandalism issue, punishment of offenders	13-Jun	Bray		Guilty plea hearing for second offender on 6 Dec. Second hearing scheduled for 9 May. Completed/closed	1.5
11.12	30-Nov-04	Write letter to Smart Realty concerning payment for unsightly yardwork	13-Dec	Kelly		Complete, awaiting payment. Still awaiting payment on 11 Apr, will send second letter. Update due date to 22 Apr. Update 6/13	1.5
01.08	10-Jan-05	Obtain current industry / homeowners association standards on use of vinyl windows to potentially modify building codes	13-Feb	Molzon / Holland		Original due date 13 Feb, changed to June 2005 for inclusion in Construction rules update. Updates out for comment. Update 6/13.	1.5

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	Wall under stairs completed. Awaiting resolution of water leakage to enclose for storage. Reassigned to Altizer, update 9 MayUpdate 9 May. Update 6/13	1.5
01.07	10-Jan-05	Prepare notification to community seeking inputs on usage of lots in flood way	13-Jun	Vogel	Article included in Winter 2004 FoxTales. Requesting input and report on 13 Jun.	1.5
03.02	14-Mar-05	Determine Overhang req. for building code revision	11-Apr	Molzon	Incorporate into update to Construction rules, change due dat from 11 Apr to 13 Jun update out for comment, 8" minimum requirement. Update 6/13	1.5
04.09	11-Apr-05	Establish ad-hoc committee and develop a recommended process to conduct annual Board member elections	9-May	Molzon	Committee formed, met twice to devise process. Report provided at May Board meeting.Completed/closed	1.5
05.10	9-May-05	Develop By-Laws on Road Usage	13-Jun	Altizer		
05.11	9-May-05	Write ltr to Apartments regarding pool usage	13-Jun	Molzon		
05.12	9-May-05	Treat Barco pond	13-Jun	Altizer		
05.13	9-May-05	Mow weeds on lot 669	13-Jun	Molzon		