

**FOXCLIFF ESTATES SOUTH HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
March 13, 2006**

OFFICERS/MEMBERS PRESENT: **Chuck Molzon
Daymon Brodhacker
Mark Dice
Bob Altizer
Bruce Kohl**

ASSOCIATION MANAGER: **Carolyn Holland**
LEGAL COUNCIL **Rod Bray**

Guest **See attachment**

Chuck Molzon called meeting to order at 7:04 p.m.

Agenda – Bruce Kohl requested that Board Member Conduct be added as Item C under New Business.

January 2006 Minutes – Bruce Kohl requested that the Social Committee report be added to the minutes. Motion was made by Bob and seconded by Daymon to approve the minutes with changes. Motion carried.

January 16, 2006 Supplemental Budget Meeting – Motion was made by Bob and seconded by Daymon to approve minutes by written. Motion carried.

January 30, 2006 Meeting – Motion was made by Bob and seconded by Chuck to approve minutes as written. Vote Carried with Bob, Mark, Daymon and Chuck voting Aye, Bruce Abstaining.

February 12, 2006 – Annual Meeting – Motion made by Bruce and seconded by Mark, to approve minutes as submitted. Vote carried with Chuck, Mark, Daymon and Bruce voting aye, Bob abstaining.

February 25, 2006 – Reorganization Meeting – Motion made by Bob and seconded by Daymon, to approve minutes as written. Motion carried.

Committee Reports – See attached.

- D. **Communications** – Bruce stated that the deadline for newsletter articles is March 17th.
- E. **Drainage Committee** – Mark to have meeting within two week to recommend a chairperson.
- F. **Pool and Tennis Courts** – Bruce made a motion to spend \$540 for work to be done before pool can open. Daymon seconded. Motion carried. Bruce further made a motion to spend up to \$500 to power wash pool deck. Mark seconded. Motion carried.
- G. **Clubhouse** Bob made a motion to spend up to \$1000 to have the upper deck and rail cleaned and sealed. Daymon seconded. Motion carried.
- I. **Social Committee** – Bob made a motion and Daymon seconded to approve Michelle Huelster as Social Committee Chairperson. Motion carried. Bob made a motion and Mark seconded to approve social committee to spend \$200 for the St. Patrick's Day event \$50 for the card party and \$250 for the Easter Egg Hunt and to have the bunny suit cleaned. Motion carried.

Financial Report

Mark Dice discussed format in which he wanted to see reports. He stated that everything looked like it was on budget. He requested that carryover items be included in current year's budget. Mark will be securing information to present at next meeting on placing some monies into CD's.

Carolyn discussed the delinquency. Bob made a motion and Daymon seconded to file liens on outstanding assessments 30 days after due date. Motion carried.

Legal

Rod Bray stated that the only item he had was working with Carolyn on some outstanding delinquent accounts.

New Business

- A. **Confirm Electronic Decisions**
 - a. **Approval of Pool Contract** – Motion was made by Bob and seconded by Bruce to approval the pool contract with Indianapolis Pool Management. Motion carried.
 - b-e. **Partial return of Construction Deposits for Lots 699, 710, 612 and 256** - Motion made by Daymon and seconded by Mark to approve the partial return of construction deposits. Motion carried.

- B. Approval of 2006 FESHA Policy Statements**
- a. **Retention of Original Documents** - Chuck will make necessary changes and will forward to members.
 - b. **Purchase and Reimbursement Process** – Daymon made motion and Mark seconded to approve policy as written. Motion carried.
 - c. **Road Use Rules** – Bob made motion and Daymon seconded to approve policy as written. Motion carried.
 - d. **Association Office Manager Work Hours** – Daymon made motion and Bob seconded to approve policy as written. Daymon, Chuck, Bob and Mark voting aye and Bruce voting Nay. Motion carried.
 - e. **Cash Income Management** – Daymon made motion and Bob seconded to approve policy as written. Motion carried.
 - f. **Contractor/Vender Bid Process** – Daymon made motion and Bob seconded to approve policy as written. Motion carried.
 - g. **FESHA Election Process** – Chuck will make necessary changes and will forward to members.
- C. Board Member Conduct** – Bruce Kohl discussed some issues with regard to e-mails that transpired in January, 2006. After discussion, Bruce Kohl made a motion to ask Bob Altizer to resign his board position as a result of those e-mails. Mark Dice seconded. Bruce and Mark voting aye, Daymon, Chuck and Bob voting nay. Motion was defeated.

Adjourn - Motion made by Daymon and seconded by Bob to adjourn. Time 10:00 p.m. Motion carried.

GUEST

Name	Lot #
Mike and Lori Engle	670
Kurt and Cindy Vogel	536/537
Bonnie Kohl	976/529
Tracy and Jeff Thompson	612
Claire and Jerry Byle	530
Lisa Payne	247
M. J. Weis	954
David & Michele Huelster	987/988
Kathryn Richards	973
Mike Shipman	528
Jim Parker	705
Rosemary Altizer	249
Jim & Micky Holmberg	970/971
Larry Sanders	Non Resident
Naomia Selke	665

Committee Reports:

FESHA Board of Directors: March 13, 2006

BUILDING CONTROL COMMITTEE –Bob Altizer / Chuck Molzon

I. GENERAL ACTIVITY

Construction of new homes within the neighborhood continues. This report covers two months of activity, January and February of 2006

- a. Lot 256 (Lopez / U-Build-It): Building complete, except final grading and seeding. Construction deposit returned less withhold for primary landscaping.
- b. Lot 283 (Howell): Home fully enclosed, walls painted, working on interior trim. Home nearing completion.
- c. Lot 513 (Filiatreau / Dillon): Continued slow progress, working on interior trim, nearly ready for paint. Nearing completion.
- d. Lot 612 (Thompson – TK Builders): Building complete, except final grading and seeding. Construction deposit returned less withhold for primary landscaping. Will require some fill to meet brick line on south side of home.
- e. Lot 669 (Dillon Homes): Building complete. Construction deposit returned less assessments and withhold for finishing final grade and see in back of property. Awaiting installation of conforming mailbox.
- f. Lot 710 (Kindler / Dillon): Building complete, except final grading and seeding. Construction deposit returned less withhold for primary landscaping.
- g. Lot 724 (Wilson): Home fully enclosed, starting with brick work. Most drywall work complete. Good progress.
- h. Lot 824 (McGuinness / Dillon): Home nearing completion. Finishing plumbing fixture installation. Nearly ready for carpet. Due to slope of disturbed soil in rear of house will need sod or other means to prevent erosion. Blowing trash picked up around home twice by FESHA. Also needed to clean streets of dirt and debris.
- i. Lot 829 (Davenport / Dillon): Installing cabinets and interior trim. Finishing stone work on exterior. All walls textured and painted. Blowing trash picked up around home by FESHA. Also needed to clean streets of dirt and debris. Continued slow progress.
- j. Lot 832 (Cummins / Dillon): Drywall mostly complete, ready for trim work. Preparing to pour driveway. Blowing trash picked up around home by FESHA. Also needed to clean streets of dirt and debris.
- k. Lot 845 (Crowder): Good progress, nearing completion. Rough grade completed. Installing electrical fixture, starting trim work. Most cabinets installed.
- l. Lot 858 (Webber & Feltner / Dillon): Continued slow progress, but nearing completion. Carpets, paint, and trim work appears complete. Should be able to schedule walk-through inspection within a few weeks.
- m. Lot 861 (Diamond Builders): Slow to moderate progress. Drywall mostly complete. Some plumbing fixtures installed, getting ready for paint.
- n. Lot 862 (Diamond Builders): Slow to moderate progress. Doing final trim work. Still need to install switches, sockets, and other electrical fixtures.
- o. Lot 883/884 (Simzisko / Diamond Builder): Still no response to request to fix roof pitch on home.
- p. Lot 893 (Laux): No activity.
- q. Lot 962 (Koger / Dillon): Home nearing completion, rough grade completed, although need swale and proper grading at rear of home. Most trim work complete, painting done. Need to finish exterior around windows.

II. FINANCIAL ACTIVITY

- a. Returned construction deposit for Kindler, less \$2000 withhold for primary landscaping.
- b. Returned construction deposit for Dillon, less \$1400 withhold for finish of primary landscaping, conforming mailbox, and yard repair. Assessment for late completion and working off hours.
- c. Returned construction deposit for Thompson, less \$2000 withhold for primary landscaping.
- d. Returned construction deposit for Lopez, less \$2000 withhold for primary landscaping.

III. INTERIM BOARD ACTIONS

- a. Reviewed and approved plans for home to be built on Lot 632.
- b. Arranged and conducted meeting between residents, builder, and new homeowners in vicinity of Lot 824. Builder to monitor and improve subcontractors parking, clean streets three times a week. Situation has improved.
- c. Imposed Stop-Work order until solid rock drive or concrete drive established on Lot 829. Work done and order removed.

FESHA Board of Directors: March 13, 2006

POOL/TENNIS – Bruce Kohl

The following items need attention before pool opening:

1. Repair of pool valves, as approved November 2005.
 - a. This was approved up to \$1700.
 - b. The estimate for parts is still valid, according to Randy at Mapleturn Utilities. I authorized him to order the parts.
 - c. The estimate for the labor to replace the valves and the clubhouse valve was valid a/o Tuesday @ 6:00pm, Mar 7, 2006. However, when the word got back to the contractor, Darcy Cook, that the work had not been approved, he turned in his paperwork to Randy at Mapleturn and said he would not do the work. I confirmed that Sunday, Mar 12, 2006.
 - d. I am told that someone at Mapleturn Utilities is qualified to do the work and has offered to do the work. However, I need to verify that this is still the case, and get a quote for the labor.
 - e. Some additional parts are required, as a result of the inspection on Mar 7. They include some additional PVC estimated at about \$15-\$20, and a pressure regulator estimated at \$50. I need to verify with Randy that the pressure regulator is also being obtained or can be purchased locally. The pressure regulator is a clubhouse expense since it is installed after the pool pipes and is needed to reduce the pressure coming into the sinks/toilets.
 - f. The labor to replace the clubhouse valve had been a part of the pool valve repair labor (thrown in at no extra charge) so I am not sure what the new estimate will be.
 - g. For the record, an estimate from Darcy Cook was turned in at the November meeting along with another piece of paper faxed from Utility Supply to Mapleturn Utilities. It is possible that this was misfiled and may account for why nothing was in the file from Darcy. In any event, it no longer matters.
 - h. For the record, the estimate from Spear Corp was not a complete estimate as it was given over the phone and did not include all parts required. The estimate from Mapleturn was used as it was nearly the same money, but was inclusive of all the parts.
2. Purchase and installation of depth markers at \$140.

We approved cleaning of the pool deck using professional strength power washing. If we want this work done before the start of the current pool season it must be planned before the pool is filled with water, expected to occur around May 1. However, there is a dependency linked to the cleaning/staining of the clubhouse deck. We should not clean the pool deck until after the clubhouse deck since it is likely the pool deck could be soiled during the staining process. I need to obtain at least one more bid for the pool deck cleaning. The current bid is \$500 which is also the approved budget amount.

The following items should be done as soon as feasible:

1. Drinking fountain repair, estimated at \$100.
2. Baby pool chlorine feeder – estimated at \$300.

Tennis courts – We should be looking at purchasing the benches and trash cans. The budget is \$900.

FESHA Board of Directors: March 13, 2006

CLUBHOUSE – Chuck Molzon

I. GENERAL ACTIVITY

Continued with normal activity for both January and February. Cleaning service continues with good work, wood floors being well maintained, however; some minor damage noted from salt being tracked into hallway. Activities included Ladies Soup Luncheon in February and Card Night in both months. Good turnout at Annual Membership meeting in February.

Clubhouse Rentals – For January and February combined, we had only two rentals. This puts us below our projection for the year of 20 rentals. We do have two rentals scheduled for March (March 5th and 11th) and three in April, bringing us closer to our projection for the year. There were no additional cleaning charges for the January rentals.

II. FINANCIAL ACTIVITY

- e. Rental income of \$150.
- f. Utility costs on budget.
- g. Purchased folding chairs for \$109.33 in preparation for Annual Membership meeting.
- h. Minor expenses for cleaning / rest room supplies, below budget.

III. INTERIM BOARD ACTIONS

- a. None

IV. UPCOMING PROJECTS

- a. Request approval for building false wall in basement using pegboard to hide water stains at base of stairwell. Estimated cost of less than \$150, using volunteer labor. Use budget line 5029, Misc. Repairs (budget YTD = \$585, expensed YTD = \$0.)
- b. Request approval to contract for power washing of Clubhosue deck for up to \$1250. Old estimate was \$1000 and included in budget (item 5190), any excess over \$1000 can be sourced from line item 5029.
- c. Review and approve contract for card swipe entry system during April Board meeting for May installation.

FESHA Board of Directors: March 13, 2006

COMMON AREA – Mark Dice

No report submitted

FESHA Board of Directors: March 13, 2006

COMMUNICATIONS – Bruce Kohl

I am waiting on the final list of advertisers before I start the spring newsletter. Until I know what those are, and their size, I do not know what kind of space needs to be filled. This information was requested originally in January and again March 2.

I need the file that was used last year for the Directory publication. I do not have any of the original documents used to create the directory. This information has been requested. I originally inquired as to the source on Dec 7, 2005.

I do not have any input at this point for the current issue of FoxTales, other than annual meeting information and ads.

FESHA Board of Directors: March 13, 2006

DRAINAGE – Mark Dice

No report submitted.

FESHA Board of Directors: March 13, 2006
ROAD/LAKES REPORT – Mark Dice
No report submitted.

FESHA Board of Directors: March 13, 2006
SAFETY – Daymon Brodhacker
No activity to report.

FESHA Board of Directors: March 13, 2006
SOCIAL COMMITTEE – Claire Byle / Chuck Molzon
January 21 Foxcliff South Card Night.
Budget was \$50.00
Expensed \$25.42
Budget came in under \$24.58; this was due to social committee members furnishing some of the food.

February budget was \$150.00
February 12 Annual Meeting Budget \$50.00
Expensed \$56.20
Over budget by \$6.20 due to having to purchase white board for signs in advance. Boards are \$1.50 each with a minimum of 10 boards. However we were able to get the same price for 8. This was through Active Signs. White board from all other vendors' runs \$6.00 and up per board regardless of amount ordered.

February 22
Ladies Luncheon Budget \$50.00
Expensed \$40.00
Under Budget \$10.00

February 25
Foxcliff South Card Night Budget \$50.00
Expensed \$44.86
Under Budget \$5.14

The Social Committee is asking to spend the budgeted amounts for March and April events.
March 17 St. Patrick's Day budget of \$200.00
Foxcliff Card Night budget of \$50.00
April 8 Easter Egg Hunt budget of \$200.00
Cleaning of Rabbit Suit budget of \$50.00
Total for all events in March and April \$500.00. This is the board approved amount budgeted for March and April.

Social Budget \$2350.00
Expensed \$166.48
Remaining in 2006 Social budget \$2183.52

FESHA Board of Directors: March 13, 2006
AD HOC COMMITTEES
I. SINGLE GARBAGE SERVICE – John Mayberry / Chuck Molzon

No activity to report.

II. COVENANTS – Bob Altizer

No activity to report.

FESHA Board of Directors: March 13, 2006

ASSOCIATION MANAGER'S REPORT- Carolyn Holland / Chuck Molzon

I. GENERAL ACTIVITY

- a. Preparation of Annual Meeting
- b. Collection of Association Dues
- c. Billed Advertising Clients

II. FINANCIAL ACTIVITY

- a. Currently running under budget for Association Office Manager hours. Preparation time for annual meeting less than budgeted.
- b. Office expenses for supplies also slightly under budget, approximately \$100 for the year.
- c. Under budget for monthly utilities, expenses very close to budget numbers for year

III. INTERIM ACTIONS

- a. None

IV. OTHER NEWS/GENERAL INFORMATION

- a. Worked with Paul Thomas on Audit issues.
- b. Worked with Rod Bray on Delinquencies.
- c. Worked with Title Companies on Letters for Closings.
- d. Setup files for 2006/Purge previous years.
- e. Worked with Ad Clients on New Ads
- f. Worked on updating info for 2006 Directory

Date	Action to be addressed	Due Date	OPR	Action / Date Complete	
8-Aug.-05	Trees protruding over road Check Gas Marker post across from Byres	12-Sep	Dice	Update 10/10, Update on 11/14. Update 1/9/06 Update 4/10	1.0
12-Sep-05		10-Oct	Altizer	Updte on 11/14. Update 12/12 Update on 1/9/06 Udate 4/10	1.5
12-Sep-05	Funds for railing & emergency lights clubhouse Frequency of Newsletter	10-Oct	Molzon	Update on 11/14. Update 12/12 1/9/06 Update 4/10	1.0
12-Sep-05		10-Oct	Kohl	Upate on 11/14. Update 12/12 Update 1/9/06 Update 4/10	1.0
10-Oct-05	Sink Holes on Sunderland near lot 722	14-Nov	Dice	Update 4/10	1.5
14-Nov-05	Liability insurance issue/private/common area lakes	12-Dec	Molzon	Update 1/9/06 Update 4/10	1.5
14-Nov-05	Elliott drainage complaint	12-Dec	Dice	Being worked in Drainage Committee	1.5
14-Nov-05	Simzisko erosion complaint	12-Dec	Dice	Being worked in Drainage Committee	1.5
14-Nov-05	Gough drainage complaint	12-Dec	Dice	Being worked in Drainage Committee	1.5
13-Mar-06	Fincancial Scenario - No Debt	10-Apr	Dice		1.0
13-Mar-06	Financial Scenario - Leveraging Assets	10-Apr	Dice		1.0