

**FOXCLIFF ESTATES SOUTH HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
September 11, 2006**

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

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

Guests: **Lori & Mike Engle David & Michelle Huelster
 Kurt & Cindy Vogel Micky & Jim Holmberg
 Scott & Konni Andis Bonnie Kohl
 Ken Dalton**

Chuck Molzon called meeting to order at 7:07 p.m.

Agenda – Chuck Molzon requested that a compliant from Wilma Teach be added as item “b under new business-complaints.

Minutes – August 14, 2006 – Chuck Molzon requested a correction to Debra Morrison’s name, dropping the “h”, in item 4 under New Business- B-Building Control. Bob Altizer made motion and Bruce Kohl seconded to approve minutes as amended. Motion carried.

Committee Reports: See Attached

Clubhouse – Chuck Molzon discussed need to have carpets cleaned. Bruce Kohl made a motion and Bob Altizer seconded to spend up to \$600 to have carpets cleaned. Motion carried with Mark Dice voting electronically aye. Chuck Molzon further stated the need to purchase shelves for the storage closet. Bob Altizer made a motion and Bruce Kohl seconded to spend up to \$150 to purchase shelves. Motion carried.

Pool & Tennis Courts – Bruce Kohl discussed the need to purchase new sinks, fixtures and vanities for the pool area restrooms. After some discussion Bruce Kohl made a motion and Bob Altizer seconded to spend up to \$400 for sinks, fixtures and to purchase vanities if cost is within the \$400. Motion carried. Bruce Kohl further discussed the need to replace broken pool furniture. After some discussion Bruce Kohl made a motion and Bob Altizer seconded to purchase 6 aluminum with vinyl webbing loungers, 3 resin tables, three resin chairs, 75’ of rope and floats for swim lane and guard stand step for a cost of \$2000, of which the monies will come out of the proceeds from insurance claim. Motion carried. Bruce Kohl made a motion and Chuck Molzon seconded to

earmark the remainder of \$1600 from the insurance claim to purchase stairs for the pool. Motion carried.

Social Committee – Michelle Huelster requested \$50 to be used for the “Road Trip Luncheon” in October. Bob Altizer made a motion and Bruce Kohl seconded to approve requested monies. Motion carried.

Financial – In Mark Dice’s absence, Chuck Molzon stated that we are staying close to budget.

Legal – Rod Bray stated that we have a court date on several of the delinquent accounts. There are some that have recently filed bankruptcy, and the association will not be able to collect from those. He further stated he had received today, a Petition for Mandatory Injunction, from the members requesting the special meeting. He stated that he needed to meet with the Board to discuss on how to proceed.

New Business

- A- Complaints - Chuck Molzon discussed with Board two complaints received from members and will write those members regarding the board’s response.
- B- 2007 Budget Discussion – The board tabled issue until full board could meet to discuss.

Bob Altizer made motion and Bruce Kohl seconded to adjourn meeting at 8:45 p.m. Motion carried.

Committee Reports:

FESHA Board of Directors: September 11, 2006

BUILDING CONTROL COMMITTEE – Bob Altizer

Regarding lot 669, we withheld \$1,400 when we returned the deposit some time ago (\$1,000 to landscape the back yard, \$300 for a mailbox and \$100 to repair truck tire ruts). The tire ruts have been repaired and the \$100 withheld money has been returned to Dillon. Yesterday, I and Todd Potteroff (a local landscaper who has landscaped the McGuiness and Cummins homes, is landscaping the Davenport home and has a contract to do the same for the Fileatreau home. His work is very good) visited the Dillon home on lot 669. His estimate to till, grade, seed and straw the back yard is \$1,000. I just hung up fro a telephone conversation with Caporale Post for a mail box and it will cost \$299.72. As this action of withholding the monies to complete the work has already been okayed by the Board, and the withheld monies will do such, I will go ahead and order the work to be done. We don't want to fool ourselves however, the front yard, which the Board passed on some time ago (and I admit I was one of the members who okayed the front yard) has not been taken care of and it really needs to be done again. I have advised Dillon several times if he wants to market the house, he needs to repair the front yard. Dillon acknowledges the message but does not do anything about it. I will next try to leverage him through his realtor. Bottom line, when we finish the back yard and mailbox we have no more deposit money from Dillon on this house and therefore have nothing to leverage him to fix the front yard. **MAILBOX INSTALLED, LAWN BEING MOWED EACH 3 WEEKS AND PREPARTIONS BEING MADE BY POTTEROFF TO LANDSCAPE THE REAR YARD.**

Regarding the McGuiness home (lot 824), the house is completed and the landscaping is now done. As I stated in an earlier e-mail, (to withhold \$1,000 to repair road damage, to reduce the deposit return by \$247.69 for three assessments) and got the necessary ayes, I will return to Dillon \$2,752.31. Bruce, when we award the road contract, I will get a separate estimate from the winning contractor, to repair the above mentioned road damage. In the meantime, we hold Dillon's money to pay for the repair. After the repair is completed, I will return the remainder of the withheld money to Dillon (I'm sure \$1,000 is more that the cost). **NO RESPONSE NECESSARY. PROJECT CLOSED, \$1,000 WITHHELD TO REPAIR ASPHALT DAMAGE, WALLACE TO PROVIDE ESTIMATE. \$2752.31 RETURNED TO DILLON.**

Regarding the Cummins home (lot 832) the home is completed and the Cummins have moved in. The landscaping is also completed. In this project we have four assessments to deduct from the deposit. There was a \$180 one time cost to sweep the streets, a \$33.84 cost for a lot pickup, a one time cost of \$225 removal of construction debris, and (per Todd Potteroff's estimate which I got yesterday) \$200 to repair some drive-off ruts along lot 818. I therefore propose and need two "ayes" to return \$3,361.16 to Dillon (covering the previously paid assessments of \$180, \$33.84 and \$225 and to pay Potteroff \$200 to fix the ruts). **PLEASE RESPOND. PROJECT CLOSED AND \$200 WITHHELD TO REPAIR ROADSIDE DAMAGE. \$3361.16 RETURNED TO DILLON.**

Regarding the Fileatreau home (lot 513) I sent Dillon a certified return receipt letter directing that the swale be built in the front yard, a culvert be placed under the driveway and the brush pile be removed within two weeks after receipt of the letter otherwise we will contract the work be done. As of today, we have not received a return receipt notification, I have determined, giving the USPS 5 days to deliver the letter and Dillon 14 days to do the work, if we hear nothing from him by 8/5, I will order the work done and assess the cost to his \$4,000 deposit (there has been no previous assessments on this project therefore we have the full \$4,000 available). As this was previously approved by the Board, if I her nothing from him by 8/5, I will go ahead and order the work done. **NO RESPONSE NECESSARY. DRIVEWAY CUT, CULVERT INSTALLED AND DRIVEWAY RE-POURED (\$2,800 COST). POTTEROFF TO CUT SWALE AND REMOVE BRUSH PILE.**

Regarding the Davenport home (lot 829), which is completed and the Davenports have moved in, we have

made 4 assessments on this project (two lot pick-ups for \$67.69, a one time street sweeping cost of \$180 and a one time cost of \$375 to remove construction debris - totaling \$622.69). When we get ready to close on this project we will have another cost to repair or replace a small fir tree on lot 826 that a sub-contractor backed into. We'll take care of the tree cost when we're ready to close out this house, which we are not ready. Landscaping is underway but not complete.

NOTHING NEW TO REPORT.

Regarding the Webber home, which is also complete and the Webbers have moved in, at this time we have no assessments against the house but have placed Dillon on notice that after the landscaping is complete (being done by Fletcher) there will be a \$400 assessment to remove silt from the lake behind Gary Stipcak's house (lot 857). Fletcher has given the estimate of \$400 to remove the silt. This should be completed in about two weeks. I'll coordinate this closure later.

SILT HAS BEEN REMOVED (\$400 COST) AND BOARD HAS AGREED THE COST OF LANDSCAPING SHOULD BE DILLON'S (ESTIMATED COST \$3,300 TO \$3,400). FLETCHER DOING LANDSCAPING, NOT DONE.

Regarding the Koger house on lot 962 there has not been any assessments to date, however that may change in the near future. The house is basically completed. Items needing completed are the landscaping (they once graded it and maybe even sowed grass seed without straw and have not cared for it. Consequently the weeds have won), the downspouts need downspout pipe installed to drain the roof run-off away from the house (and front swale), the front swale needs cleaned out to facilitate water running into the culvert (stopping a pond effect) and the sump pump exhaust pipe needs completed. I will write Dillon giving him two weeks to complete this work and if not done I will contract it done using the deposit money.

DOWNSPOUT PIPES INSTALLED, FRONT SWALE CORRECTED SATISFACTORILY AND SUMP PUMP CORRECTED. WITHIN TWO WEEKS THE MAILBOX WILL BE INSTALLED AND YARD TO BE HYDRO-SEEDED.

There are five other houses underway (Diamond Builders on Sunderland and soon to begin on Southampton, Zike on Grey Fox Drive, Wilson on Grey Fox drive and Black on lot 556; where no assessments have been made. There is a member named Grey who plans to build three house (one for himself and two for his two sons). One of the son's is to be the contractor. He advises he plans to begin these houses four months apart (which I think is wise). I also met with a gentleman and his wife who plan to build on lot 239 in the near future. We also approved a home to be built on lot 632 on March 13. As construction must begin within 6 months and has not yet done so, I will be contacting the homeowner to determine the status.

FRAMING COMPLETED ON ZIKE HOUSE, FRAMING ALMOST DONE ON WILSON HOUSE, FRAMING STARTED ON BLACK HOUSE. BOARD APPROVED 3 MONTH EXTENSION ON HOME TO BE BUILT ON LOT 632.

TWO SETS OF PLANS APPROVED FOR SPEC HOMES TO BE BUILT BY JIM ROSE ON LOTS 265 (FOX DRIVE) AND 560 (COUNTRY CLUB COURT). PLANS APPROVED FOR CONSTRUCTION OF A SPEC HOME ON LOT 645 (NORWICH). NOTHING NEW ON GREY HOMES NOT BUILT FOR LOT 239.

DEBBY MORRISON APPOINTED TO BCC IN AUGUST BOARD MEETING. LISA PAYNE SELECTED AS BUILDING MONITOR. SOLICITING FOR ONE OTHER NON-SIGNATOR BCC MEMBER AND TWO BUILDING MONITORS IN NEWSLETTER.

FESHA Board of Directors: September 11, 2006
CLUBHOUSE – Chuck Molzon

1. GENERAL ACTIVITY
 - a. Normal activity for August
 - b. Clubhouse Rentals – Hosted Republican party meeting (Democrats to meet in September) plus three resident rentals
2. FINANCIAL ACTIVITY
 - a. Clubhouse rental income of \$300.
 - b. Utility costs continue under budget; inadvertently given double credit for pool fill, removal of credit will show in September billing.
3. INTERIM ACTIONS
None
4. UPCOMING PROJECTS
 - a. Minor cost for replacement light bulbs and other expendables
 - b. Letters requesting bids for repair of exterior of Clubhouse have been sent out, no replies received. Will expand list of potential contractors.
 - c. Upstairs and downstairs carpets should probably be cleaned prior to holiday season. (Line 5029 Miscellaneous Repairs – Budget \$1560 YTD, spent \$36.41.) REQUEST: Authorization to have carpets cleaned, not to exceed \$600.
 - d. REQUEST: Authorization to purchase “garage” shelves for storage area under stairs, cost no to exceed \$150.

FESHA Board of Directors: September 11, 2006
COMMUNICATIONS – Daymon Brodhacker

Fall issue of FoxTales under review, editing. Anticipate distribution by 15 September.

FESHA Board of Directors: September 11, 2006
DRAINAGE COMMITTEE - Mark Dice

No report submitted prior to meeting.

FESHA Board of Directors: September 11, 2006
POOL & TENNIS COURTS - Bruce Kohl

No report submitted prior to meeting.

Pool and Tennis

Budgeted Pool spending requested this budget year:

- Depth markers – budget ~ \$140, already approved in March

- Sinks and fixtures - \$400 budget, originally for sinks, fixtures and vanity. I do not think the vanity needs to be replaced at this time. But the sink and fixtures do. Estimate the cost for sink at < \$100, fixture \$50. Estimated total cost under \$300 total. **Need approval.**
- Baby pool fountain head - ~ \$50. In budget and LT \$100.

Pool furniture replacement as result of vandalism:

- Loungers
 - Resin (like we have) ~\$110 each x 11 = \$1210
 - Aluminum w/vinyl webbing ~\$215 each x 6 = \$1290

Note that the resin furniture becomes brittle over time due to extended exposure to the sun. The major cause for the damaged loungers was stepping on them. The aluminum loungers would be expected to last much longer and should be repairable (replace webbing) so long as frame is sound. If we choose aluminum we should commit to a replacement program for the remaining loungers.
- Tables (resin) \$97 each x 3 = \$300
- Chairs (resin) \$47 each x 3 = \$141
- Rope and floats for swim lane – 75’ - \$150
- Guard stand step (IPM) - \$85 (need to get estimate for installation)
- No need to replace swim lane storage reel and several feet of line, at \$1636 total.
- Do need to consider, seriously, installing steps that allow easy entry/exit from the pool for those that have difficulty using the current method. I even have difficulty with current steps. Most appropriate choice after initial research is in the Halogen catalog at ~ \$2000. **This does not need to be a current year expense**, but if the \$1636 from above is re-directed to this item the net impact is ~ \$400 depending upon installation expense (unknown at this time). Alternate choices may be available with some extended research, but are likely in this price range.

In process of closing pool and meeting with IPM re: this past season and expectations for next season.

Tennis court locks:

Have tried to locate a source for locks with keys that cannot be duplicated. We are being directed to contact Best Lock. Waiting on a return phone call to determine costs. This is the preferred approach if cost is reasonably close to the board’s approved estimated cost of \$200.

Need to identify benches to purchase for tennis courts as requested in 2006 budget. When located will seek approval.

FESHA Board of Directors: September 11, 2006

ROADS, LAKES, AND COMMON AREAS - Bruce Kohl

No report submitted prior to meeting.

Common Area

Special thanks to Maria Harris who earned community service time for a class at her school, Mooresville Christian Academy, by helping the garden group pull weeds around the clubhouse.

The garden group is requesting \$50-\$75 for daffodil bulbs to be planed around the clubhouse and entry signs.

West Entry project

Have made initial contacts with several contractors to determine interest and expertise related to the proposed project to raise the water level of the pond at this entry. No response at this time.

Roads

Cleared brush from roadside from corner of Southampton and E. Foxcliff Dr. South.

Cleared 90% of fallen tree from roadside on Fox Court East.

The main portion of road repaving complete, pending finishing of transition from Southampton to Norwich, and visual inspection. Contacted Wallace as such.

FESHA Board of Directors: September 11, 2006

SAFETY – Daymon Brodhacker

No activity to report.

FESHA Board of Directors: September 11, 2006

SOCIAL COMMITTEE – Michele Huelster (Liaison – Chuck Molzon)

1. GENERAL ACTIVITY

- a. August 16th – Ladies Luncheon. Nine ladies participated in the Salad Taster's Luncheon. Everyone brought a favorite salad and the recipe to share. We had a really good variety of salads, which everyone enjoyed, as well as a fun afternoon of visiting. Tea and soft drinks were provided as well as cheesecake with berries, made by David Huelster, for dessert.
- b. August 18 – Last Blast Back to School Party. Twelve children attended the Last Blast Party. Three were brought by their grandparents. Papa John's did a great job with the pizzas. They brought both thick and thin crust with a variety of toppings. The pizzas arrived on time and hot plus the delivery person helped carry them down stairs. Soft drinks, chips, and cookies were also served. The kids swam, played water games, and the older ones played some pool. Next year we would like to have a School's Out Party instead and have it from 6 to 9 and hire a guard. We felt it was hard for working parents to get the kids to the party when it started at 4:00 which we did in order to not have to hire a guard.

2. FINANCIAL ACTIVITY

- a. Ladies Luncheon: Budget - \$75.00 Spent - \$15.34 Under - \$59.66
- b. Last Blast: Budget - \$200.00 Spent - \$57.17 Under - \$142.83. We received 15 pizzas from Papa John's in exchange for an ad in FoxTales.
- c. Total for August: Budget - \$275.00 Spend - \$72.51 Under - \$202.49

Total for Year: Under - \$555.61

3. INTERIM COMMITTEE ACTIONS

- a. No Sept. 7th Meeting as no functions scheduled for September
- b. Oct. 5, 1:00 PM Social Committee Meeting planned

4. UPCOMING EVENTS

- a. September – No activities planned
- b. Oct. TBD Ladies Road Trip Luncheon: **Budget - \$50.00 Needs approval.**

FESHA Board of Directors: September 11, 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: September 11, 2006

ASSOCIATION MANAGER'S REPORT- Carolyn Holland / Chuck Molzon

I. GENERAL ACTIVITY

- a. Collection of Association Dues
- b. Letters to residents regarding building sites.
- c. Unsightly lot letters mailed to several residents.
- d. Several clubhouse rentals.
- e. Fire at RNet disabled internet and email accessibility.

II. FINANCIAL ACTIVITY

- a. Currently tracking close to budgeted office hours.
- b. Office expenses for supplies/operations continue slightly under budget, will replenish supplies in September
- c. Tracking very close to budget for monthly utilities, anticipate being slightly under budget for year.
- d. Professional fees will be over budget for the year for reasons noted in August BoD Meeting report.

III. INTERIM ACTIONS

- a. None

IV. OTHER NEWS/GENERAL INFORMATION

- a. Worked with Rod Bray on Delinquencies.
- b. Worked with Title Companies on Letters for Closings.
- c. Worked on updating files.