

**FOXCLIFF ESTATES SOUTH HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
April 10, 2006**

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

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

Guest See attachment

Chuck Molzon called meeting to order at 7:03 p.m.

Agenda –Bob requested that item “F” under new business, “New Minutes Recorder & Retention Period” be removed. Bob requested that additions include adding Building Code restrictions, eastern daylight time and Building Code Waiver Request. Bob also requested that an item “d” be added under Confirm Electronic Decision on Lot 845.

Minutes – March 2006 Meeting – Bob requested several changes to the minutes. Under committee reports E: Drainage Committee change the word “assign” to “recommend”. The motion made by Bob Altizer to spend up to \$1000 to have the upper deck and rail cleaned and sealed should be under Clubhouse and not Pool and Tennis Courts. Lastly, under Board Member Conduct, Vote should read: Bruce and Mark voting aye, Daymon, Chuck and Bob voting nay. Mark Made motion and Daymon seconded to approve minutes as amended. Motion carried.

Financial Report – Mark Dice to put information together on investing reserve monies into C.D.’s and present at next meeting.

Legal – Rod Bray briefly discussed the delinquent accounts.

Old Business – Bob read through and updated the list of action items

New Business

- A. Drive Off Yard Damage** – Board discussed the possibility of using some of the money from the Road Usage Fees to repair damage to yards that had been damaged by construction traffic. Bob to go through community and assess yard damage.
- B. Confirm Electronic Decisions**

- a. **Revise electronic level billing** – Chuck discussed issue of Electric Company notifying us that our budget was too high and they requested that we contact them regarding adjusting it on the next billing.
- b. **Authorize “over budget” expense for St. Patrick’s Day party** - Chuck confirmed the authorization by the board to exceed budget amount allotted for party.
- c. **Authorize FESHA computer upgrade/purchase** – Chuck confirmed the authorization by the board to upgrade/purchase new computer for Association office.
- d. **Lot 845** - Confirm the authorization to return one half of the building bond monies plus interest on lot 845.
- C. **Approval of 2006 FESHA Policy Statements**- Board discussed policy changes in FESHA policy 6-01 Document Control and FESHA policy 6-07 Election Process. Mark made a motion and Bob seconded to approve new wording in policies. Motion carried.
- D. **Approve Power Washing Clubhouse Deck** – Chuck stated that he is in process of receiving bids to get the deck power washed and sealed. He will contact board via e-mail when all bids are received. It was determined that process needed to be completed by May 1st as that is when the pool will be filled.
- E. **Drainage Committee Chair** – After some discussion it was decided that Mark will chair the committee and committee will report to him on what issues have been discussed and what recommendations they will be making.
- I. **Road Repairs** – Board agreed that in light of the increasing price of oil that it might be best to proceed with the final phase of road resurfacing now rather than waiting until 2007. Therefore, Bruce will be preparing an RFP to forward to the past bidders for this work.
- J. **Building Code Waiver Request** – Bob requested a waiver on lot 848 to move the house 10’ west. Bob made motion and Mark seconded to approve request. Motion carried. Bob requested a waiver to use wood siding in lieu of brick on the rear exterior of the ground floor of house. Board disapproved this request.

Sewer Line for Country Club Woods. – Chuck stated he had been contacted by Randy at Mapletown Utilities regarding running a sewer line from Country Club Woods through Foxcliff South for a person that is building on one of the lots. After discussion Bob made a motion and Mark seconded to allow. Motion carried.

Adjourn – Daymon made a motion and Bob seconded to adjourn meeting at 9:13 p.m.

Attendees:

Name	Lot #
Mike & Lori Engle	701
Kurt & Cindy Vogel	536/537
Larry Sanders	???
Bonnie Kohl	976
John Mayberry	275
David & Michele Hulster	987
Brent Fraser	252
Jerry Byle	530
Bob & Lisa Young	687/688
Jason Swan	897
Marlys Weis	954
Jim Daugherty	715

Committee Reports:

FESHA Board of Directors: April 10, 2006

CLUBHOUSE – Chuck Molzon

I. GENERAL ACTIVITY

Continued with normal activity for March. Hosted both St. Patrick's Day Party and Card Night. Details provided under Social Committee report. Completed annual inspection of fire extinguishers, no discrepancies noted. Cleaning service still doing an excellent job, extra attention being paid to tile in restrooms. Will be cleaning windows when weather permits, part of budget for March. Several exercise classes continue in the evenings.

Clubhouse Rentals – We had two rentals in March (March 5th and 11th) and holding deposits for four rentals in April. This should put us above budget (more income than anticipated year to date).

a. FINANCIAL ACTIVITY

- a. Rental income of \$150, now slightly ahead of budget
- b. Utility costs on budget. Some April utility bills were paid in March which shows on the financial statement as us being over budget. We are not.
- c. Will re-categorize expenditures under line item 5030 to 5029 to ensure we track expenditures to 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 = \$4.76.)
- d. Request approval to contract for power washing of Clubhouse 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.
- e. Review and contract requirements for card swipe entry system during April Board meeting for May approval / installation.

FESHA Board of Directors: April 10, 2006

SOCIAL COMMITTEE – Michele Huestler / Chuck Molzon

I. GENERAL ACTIVITY

- a. March 17 – Annual St. Patrick's Day Party - Eighteen people attended, all but 3 were Foxcliff South residents. A Starbuck's gift basket was the raffle prize. It contained several kinds of coffee, biscotti, a mug, flavored syrup etc. We served beer and wine that were provided by the Social Committee and had a donation jar. We provided two designated drivers. There was a variety of cocktail party food and Irish music was played. It was speculated that the poor attendance was

due to St. Patrick's Day being on a Friday. People may have gone to a party at a restaurant on the way home from work or been too tired to attend. I believe 50 or so attended last year. Next year St. Pat's falls on a Saturday.

- b. March 25 – Foxcliff Adult Card Night
Fourteen people attended, all were Foxcliff South residents. We really did have a lot of fun at these card parties. We played Euchre and Texas Hold'Em. We had good food and the people who chose to drink alcohol brought their own which worked well.

II. FINANCIAL ACTIVITY

- a. St. Patrick's Day: Budget - \$200.00 Spent - \$201.45 Over - \$1.45 We were over budget because I purchased Sterno at Sam's club in a quantity of 15 for \$9.38. We only used 2 but will use the rest to keep food hot at future events for example 4th of July and Christmas Cocktail Parties.
- b. Card Night: Budget - \$50.00 Spent - \$44.49 Under - \$5.51
- c. Total for March: Budget - \$250.00 Spent - \$245.94 Under budget \$4.06 Total for year: Under budget \$37.58

III. INTERIM COMMITTEE ACTIONS

- i. March - we had our monthly meeting and planned the upcoming Easter Egg Hunt.
- ii. Wed. April 19th 1:00 P.M. Social Committee Meeting planned

IV. UPCOMING EVENTS

- a. Easter Egg Hunt is Sunday April 9th from 2:00 to 4:30 P.M. rain or shine. Budget approved
- b. May 20th - Book, DVD, VHS Exchange - **Budget \$50.00 - Needs approval**
- c. May 24th - Ladies Luncheon Road Trip - **Budget \$25.00 - Needs approval**

FESHA Board of Directors: April 10, 2006

AD HOC COMMITTEES

I. SINGLE GARBAGE SERVICE – John Mayberry / Chuck Molzon
Article submitted for publication in Fox Tales.

II. COVENANTS – Bob Altizer

No activity to report.

FESHA Board of Directors: April 10, 2006

ASSOCIATION MANAGER'S REPORT- Carolyn Holland / Chuck Molzon

I. GENERAL ACTIVITY

- a. Coordinated for extension for filing annual income tax statements; to follow annual audit after standard tax season.
- b. Gathering information for annual audit.
- c. Collection of Association Dues
- d. Filing liens for delinquent dues
- e. Billed Advertising Clients

II. FINANCIAL ACTIVITY

- a. Currently tracking to budget for paid Association Office Manager hours. Comp time hours have grown, primarily to getting signature cards for Board member check signing authorization.
- b. Office expenses for supplies continue under budget. Office postage and freight numbers are above budget, most due to pre-paying postage for newsletter. Expense will be re-categorized when newsletter postage amount is known.
- c. Under budget for monthly utilities. Carrying large credit for Clubhouse electric, will work with Cinergy to re-assess budget amount. Anticipate a reduction in level billing amount.
- d. Pursuant to approval by three board members, ordered a new computer for the office. Budget amount \$1800, cost \$1090, \$710 under budget. Should be able to install and transition to new computer within the next few weeks.

III. INTERIM ACTIONS

- a. None

IV. OTHER NEWS/GENERAL INFORMATION

- a. Gathering information for State audit, random audit, scheduled for Friday, April 14th.
- 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

AI #	Date	Action to be addressed	Due Date	OPR	Action / Date Complete		
05.08.11	8-Aug.-05	Trees protruding over road	12-Sep	Dice	Update 10/10, Update on 11/14. Update 1/9/06	Update 4/10 Update 5/8/06	1.0
05.09.04	12-Sep-05	Funds for railing & emergency lights clubhouse	10-Oct	Molzon	Update on 11/14. Update 12/12 1/9/06	Update 4/10 Update 5/8/06	1.0
05.10.02	10-Oct-05	Sink Holes on Sunderland near lot 722	14-Nov	Dice	Update 4/10	Update 5/8/06	1.5
05.11.05	14-Nov-05	Elliott drainage complaint	12-Dec	Dice	Being worked in Drainage Committee		1.5
05.11.06	14-Nov-05	Simzisko erosion complaint	12-Dec	Dice	Being worked in Drainage Committee		1.5
05.11.07	14-Nov-05	Gough drainage complaint	12-Dec	Dice	Being worked in Drainage Committee		1.5
06.04.01	10-Apr-06	Identify drive offs not related to construction sites	24-Apr	Altizer			