

FOXCLIFF ESTATES SOUTH HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
May 8, 2006

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

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

Guest	Debra Morrison	Micky Holmberg
	Bonnie Kohl	John Mayberry
	Lori Engle	David & Michele Huelster
	Cindy & Katrina Vogel	Marlys Weis

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

Agenda –No additions or changes

Minutes – April 2006 Meeting - Bob Altizer made motion and Mark Dice seconded to approve minutes as written. Motion carried.

False Wall - Chuck requested \$150 to build a “false wall” in the basement to hide the water stained wall. Mark Dice made motion and Bob Altizer seconded to approve. Motion carried.

Child gates and electric outlet plug covers - Chuck Molzon requested \$50 to purchase child gate for use at stairwell during parties and electric outlet plug covers. Bob Altizer made motion and Mark Dice seconded to approve. Motion carried.

Social Committee Request –Chuck Molzon presented a list of monies being requested by the social committee; i.e., \$50 for the Book/DVD event, \$25 for the ladies road trip luncheon; \$25 for the annual garage sale; and \$200 for a Kid’s School’s Out Party. Bruce made a motion and Mark Dice seconded to approve. Motion carried.

Electronic Decisions – Board confirmed electronic decisions to return construction deposits for Howell, lot 283; Spina, lot 862; Lopez, lot 256; Crowder, lot 845; Kindler, lot 710; and Laux, lot 893, Deck Sealing and mowing of Poulimas’ yard – lot 522.

Digital Recorder – Board discussed the need to purchase a digital recorder. Bob Altizer made a motion and Daymon Brodhacker seconded to approve the purchase not to exceed \$75. Motion carried.

Legal – It was determined that Carolyn would provide Rod Bray with documentation on all delinquent accounts for him to begin collection efforts.

Financial Report – Carolyn will assist Mark Dice in securing rates to determine if investing reserve monies into C.D. accounts is beneficial to association.

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** – Bob discussed a member’s request for reimbursement of damage to yard by an undetermined vehicle. Board denied request. Bob will contact member.

Adjourn – Bob Altizer made motion and Daymon Brodhacker seconded to adjourn meeting at 8:50 p.m.

An Executive Session of the Board was called immediately following.

FESHA Board of Directors: May 8, 2006

BUILDING CONTROL COMMITTEE – Bob Altizer

Work has been completed on the following houses except primary landscaping and partial refund of construction deposit money has been returned: Lot 669 – (Dillon), and Lot 612 - (Thompson).

Except for primary landscaping, exterior work completed and interior work underway on the following: Lot 513 – (Filiatreau), Lot 724 – (Wilson), Lot 829 – (Davenport), Lot 858 – (Webber/Feltner) an exterior erosion problem to be resolved, Lot 861 – (Diamond Builders), and Lot 962 – (Koger).

Lot 824 – (McGuiness) has closed on the house and has moved in. Primary landscaping has not complete

Lot 832 – (Cummins) has closed on the house. Primary landscaping not complete.

Lot 883/884 – (Simzisko) Awaiting reply from owner regarding roof issue.

Lot 848 – Foundation poured on May 1, 2006 (beginning of construction)

Deposit money returned to Howell, Lopez, Crowder, Kindler, Spina (lot 862) and Laux. At this date, we have 7 houses nearing completion and 1 new start. Within 3 or 4 weeks, 4 of the 7 should be completed.

FESHA Board of Directors: May 8, 2006

CLUBHOUSE – Chuck Molzon

I. GENERAL ACTIVITY

Continued with normal activity for April. Cleaning service continues with good work, provided minor touch-up to wood floor after rental left scraps in surface – no charge. Social activities at Clubhouse included Easter Egg hunt, a wonderful success.

Clubhouse Rentals – Three rentals in April, now ahead of projections for the year. All renters left Clubhouse in good cleanliness with all trash placed outside. May need new policy to place all trash in provided trash containers, or remove by renter.

II. FINANCIAL ACTIVITY

- a. Rental income of \$225.
- b. Utility costs under budget.
- c. Board authorized payment for deck sealing. Mr. Bob Young donated labor. Many thanks to Bob for his generosity.

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 = \$780, expensed YTD = \$26.34.)
- b. Concern noted about lack of gate at top of stairs, potential for small children to tumble down stairs. A second suggestion is to put outlet covers on all outlets as a safety measure. Well within budget so I will proceed.
- c. Some exterior surfaces on the front of the building will need repair or replacement. It may be beneficial to transition to “Cementite” siding. Also, exterior will need painting in not too distant future. Suggest we repair/replace front gable surface and budget for Clubhouse exterior painting in 2007, unless we are under projected under budget for year.
- d. We continue with water problems in the lower level. Based on previous recommendations, the next step would be to waterproof the exterior of the walls. With Board approval, I will solicit bids (probably a 2007 expense.)

FESHA Board of Directors: May 8, 2006

ASSOCIATION MANAGER'S REPORT- Carolyn Holland / Chuck Molzon

I. GENERAL ACTIVITY

- a. Coordinated information for State Audit.
- b. Collection of Association Dues
- c. Filing liens for delinquent dues
- d. Wrote collection letters.
- e. New computer installed and fully functional

II. FINANCIAL ACTIVITY

- a. Currently tracking to budget for paid Association Office Manager hours. Drawing Comp Time balance down.
- b. Level billing for electric revised, should continue to track under budget.
- c. Property taxes paid, less than what we had budgeted due to re-categorization of some properties. Should be almost \$1000 under budget.
- d. Professional fees (attorney) above budget due to increased work to answer member's questions / issues. Based on upcoming issues, anticipate continued over budget, and increasingly over budget.

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. Setup files for 2006/Purge previous years.
- d. Worked on updating info for 2006 Directory
- e. Sent out newsletters

FESHA Board of Directors: May 8, 2006

DRAINAGE – Mark Dice

No Report Submitted

FESHA Board of Directors: May 8, 2006

POOL & TENNIS COURTS – Bruce Kohl

No Report Submitted

FESHA Board of Directors: May 8, 2006

ROADS, LAKES, & COMMON AREAS – Bruce Kohl

No Report Submitted

FESHA Board of Directors: May 8, 2006

SAFETY – Daymon Brodhacker

No Report Submitted

AD HOC COMMITTEES

- I. SINGLE GARBAGE SERVICE – John Mayberry / Chuck Molzon

Article published in FoxTales. Informed that some published information is currently in error. Ray's will produce brochure for neighborhood. Suggest Clubhouse convert to Ray's Trash Service at end of current agreement with G&R, even if the cost is slightly more than current cost.

FESHA Communications Director

PURPOSE:

The purpose for the FESHA Communications Director is to provide relevant information to the community membership through a variety of communication conduits. These communication conduits can include, but not be limited to, written notices, newsletters, phone calls, e-mails and an Association website.

COMMUNICATIONS DIRECTOR IDENTIFICATION/ALTERNATE:

The FESHA Communications Director is a current FESHA Board of Directors member. In the event of a prolonged absence of the FESHA Communications Director that would prevent timely distribution of communications, the FESHA president may act as or appoint another sitting Board member as the acting FESHA Communications Director.

RESPONSIBILITY

The FESHA Communications Director shall be responsible for:

- the collection and receipt of information;
- responsibility review of the collected and received information;
- determination of published information and its distribution method; and
- determination of who shall distribute the information to the community members.

Information collected and received can include, but not be limited to, all FESHA Board of Directors unanimously approved for distribution "official" communications, other Association related information, informational notices and emergency information.

It shall be practice that all communications collected and/or received have an identified contact person in case the Communications Director needs to clarify submitted information. Information collected or received without an identifiable contact person shall not be distributed.

PROCESS

A file shall be maintained for the collection and/or receipt of information for the Communications Director in the Association Office.

The Communications Director shall review the accumulated information for responsibility purposes at least weekly if not more routinely.

The Communications Director shall determine the mode of distribution of information to be published.

The Communications Director shall determine and assign to whom responsibility for the timely distribution of the information shall be placed.

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 6/12/06
05.09.04	12-Sep-05	Funds for railing & emergency lights clubhouse	10-Oct	Molzon	Update on 11/14. Update 12/12 Update 6/12/06
05.10.02	10-Oct-05	Sink Holes on Sunderland near lot 722	14-Nov	Kohl	Update 4/10 Update 5/8/06, Update 6/12/06
05.11.05	14-Nov-05	Elliott drainage complaint	12-Dec	Dice	Being worked in Drainage Committee
05.11.06	14-Nov-05	Simzisko erosion complaint	12-Dec	Dice	Being worked in Drainage Committee
05.11.07	14-Nov-05	Gough drainage complaint	12-Dec	Dice	Being worked in Drainage Committee
06.04.01	10-Apr-06	Identify drive offs not related to construction sites	24-Apr	Altizer	Update 6/12/06
06.05.01	8-May-06	Submit items for Newsletter	1-Jun	All	
06.05.02	8-May-06	Review membership of BCC	12-Jun	Altizer	
06.05.03	8-May-06	Repair pool flange	12-Jun	Kohl	
06.05.04	8-May-06	Determine status of Browning Day etal contract	12-Jun	Molson	
06.05.05	8-May-06	Determine CD rates at all presently used banks	12-Jun	Holland/ Dice	
06.05.06	8-May-06	Study Emergency Phone Notification system	12-Jun	Brodhacker	
06.05.07	8-May-06	Study Dreamweaver, Quickbooks and Pagemaker software	12-Jun	Brodhacker	