

**FOXCLIFF ESTATES SOUTH HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
April 9, 2008**

OFFICERS/MEMBERS PRESENT: **Bob Altizer
Chuck Molzon
Calvin Kelly
Paul Myers**

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

Guests: **Bonnie Kohl Mike Engle
 Donna Molzon Josh Clossey**

Bob Altizer called the meeting to order at 7:01 p.m., establishing a quorum.

Agenda – Bob Altizer requested that the following items be added to the agenda:
Review of March 26, 2008 Special Meeting Minutes.
Under New Business add (C) Grabbers; (D) Brandon Ingle Deposit; (E) Suspension of Memberships; (F) Jo Bires Triathlon; (G) Vending Contract
Calvin Kelly made motion and Chuck Molzon seconded to approve the agenda as amended.
Motion carried.

Minutes – March 12, 2008 – Calvin Kelly made motion and Chuck Molzon seconded to approve minutes as written. Motion carried.

Minutes – March 26, 2008 Special Meeting – Chuck Molzon made motion and Calvin Kelly seconded to approve as written. Motion carried.

Legal Report – Rod Bray presented a letter to the board from the attorney of the owner of Lot #898. Chuck Molzon made a motion and Calvin Kelly seconded to write member's attorney stating that we will accept lot #898 under the provisions to withhold recording deed until November 20, 2008, on condition that taxes are paid and current and owner maintains the lot until the deed is recorded. Motion carried.

Mr. Bray also stated that the lien on lot # 521 should be re-filed showing both husband and wife as owners.

Treasurer's Report – Chuck Molzon presented the Treasurer's Report and made a motion to validate the electronic vote for the creation of a brokerage account at Fifth/Third Bank and to transfer all capital asset reserve funds into the brokerage account. Calvin Kelly seconded. Motion carried.

Building Control – Calvin Kelly made motion and Chuck Molzon seconded to make Paul Myers the third board member on the Building Control Committee. Motion carried.

Brandon Ingle Deposit – Chuck Molzon made motion and Calvin Kelly seconded to return the building deposit to Brandon Ingle. Motion carried.

OLD BUSINESS:

Operating Policy 08-01 Financial Management – Calvin Kelly made motion and Paul Myers seconded to approve Operating Policy 08-01 Financial Management with the change to the last sentence to state " No director shall sign a check to him/herself". Motion carried.

NEW BUSINESS:

Clubhouse Lawn RFP – Paul Myers made motion and Chuck Molzon seconded to accept application for Areas One, Two and Three from Tru-Green at a cost of \$2,787.80. Motion carried.

Grabbers – Chuck Molzon made motion and Calvin Kelly seconded to spend up to \$100 to purchase six trash grabbers. Motion carried.

Suspension of Memberships – In keeping with Article II, Section 2.5 and 2.6 of Association By-Laws, Calvin Kelly made motion and Chuck Molzon seconded to suspend the membership of twelve members for non-payment of association dues. Motion carried.

Jo Bires Triathlon – Calvin Kelly made motion and Chuck Molzon seconded to again support the Jo Bires Triathlon on June 14, 2008. Motion carried.

Vending Contract – Chuck Molzon made motion and Calvin Kelly seconded to approve contract from Anew Vending Services for cokes/snacks at swimming pool for 2008 season. Motion carried.

Adjourn – Calvin Kelly made motion and Paul Myers seconded to adjourn meeting at 9:05 p.m. Motion carried.

BCC REPORT –April 9, 2008

- 1. Rex Padgett home (lot 279) is complete and the Padgetts have moved in. We have gained approval to return the \$4,000 building deposit as Rex has given commitment to have the landscaping done by June 1. The deposit has been returned**
- 2. The Lance Speelmon home (lot 711) is moving at a better pace now. I estimate the house can be completed in 5 to 6 weeks.**
- 3. The Vic Spina Custom Homes house on Southampton is progressing nicely. Interior work is underway. I estimate the house can be completed in 4 to 5 weeks.**
- 4. The garage additions of Joe Stevens (lot 946) and Brandon Ingle (lot 945) are both processing at the same rate, which is acceptable. The Ingle project is completed except the landscaping. The Stevens is also completed except the connecting breezeway.**
- 5. The garage addition of Mark Dodson (lot 703) has not begun as the homeowner and builder are locating acceptable brick. I have asked Mark to withhold making deposits until they determine acceptable brick can be found.**

A home has been approved for lot 266 but work has not begun. We are awaiting the pre-construction conference.

We have three homes, Cameron, Padgett and Roudebush awaiting drier conditions to begin landscaping. In the first 91 days of 2008, we have only had 25 dry days. The amount of rain is not conducive to landscaping a new home yard.

Clubhouse Report – April 2008

No significant changes at the Clubhouse.

No update on Allison Farms Lawns & Landscaping Services concerning installation of walkway from parking lot to pool deck area. Requires a period of no rain to allow ground to dry so a good base can be prepared for walkway. No estimate on increased cost of project to repair drainage pipe. Work will start when weather permits.

Continue to have water seepage into basement. Per input and direction from Board members, an RFP has been prepared and sent to potential vendors. Awaiting replies that are due by April 30th. RFP was posted on the website.

Installed a phone in kitchen area of Clubhouse. Thanks to Tom Jamison for running wire and installing line. Approved cost - \$50, actual cost - \$14.80. Sign posted by the phone that it is a shared line with the pool, which has priority and that no long distance calls are permitted. Rental contract also updated with the same information.

Mr. Bill Holland volunteered to build new door for bulletin board. Cost to date is \$15, may go up if new hardware (hinges / latch / etc.) is required.

Outdoor faucet installed on west side of building. This faucet has a secondary valve in the mechanical room. This valve must first be turned on before water will get to the exterior of the building.

There will be a special meeting of the Morgan County Schoolhouse Quilter's Guild at the Clubhouse on Tuesday, April 15th at 6:30 PM. This event is open to all Foxcliff residents and will have a special speaker.

The planting areas surrounding the Clubhouse need to have a spring cleanup of dead flower stalks, sprucing-up of mulch, etc. As we currently have no volunteers to do this general cleaning, I propose we:

1. Hire someone

ACTION REQUIRED:

1. None

Pool Report –April 2008

Spoke with Mr. Josh Albertson, IPM Regional Manager. IPM is close to filling all lifeguard position. They are still taking applications. IPM will also be managing Foxcliff North pool, so IMP lifeguards may work South or North. They will be visiting our pool in the near future to complete a survey and advise us of any supplies/equipment we need to purchase before opening the pool. They will also investigate for the source of the excessive water usage last year, either a leak or human error. The pool should open on time Saturday, May 24th.

ACTION REQUIRED:

- 1. None**

Tennis Court Report – April 2008

Did not receive any replies from our RFP to repair the fence surrounding the tennis courts. We have resubmitted the RFP to additional vendors in an effort to get potential bidders.

The contract to repair the cracks in the surface has been signed. The vendor will start work when weather permits. To ensure the best repair, they must await a period of dry weather, with a "guarantee" that the temperature will not drop into the 30s.

Tennis court nets have been put up and the courts are now “open.” We will still require people who want to use the tennis courts to use a key, which they can get from Carolyn.

ACTION REQUIRED:

1. NONE

General CPT Comments – April 2008

A long list of potential projects for the clubhouse, pool, and tennis courts had been developed and prioritized by the previous Board. I have added a few items to that list. Where possible we should develop estimates on each of these items and then prioritize them based on perceived benefit to the community, need, and cost. These should then be melded in with other projects throughout the neighborhood based on their benefit, need, and cost. I propose that we try to complete this by June of this year so it can be folded into building the 2009 budget.

ACTION REQUIRED:

1. Board members to review and prioritize submitted list of potential projects / repairs / upgrades to Clubhouse.

Social Report – April 2008

First, we are looking for new volunteers for the Social Committee.

The annual Easter Egg hunt was held in conjunction with Foxcliff North at the Manor House. There was a fairly good turnout, considering the cold, overcast day. Through the combined volunteer efforts of people from both South and North the cost of this event was under \$200.

The next big planned event is the summer bar-b-que. If there is enough interest and volunteers, we could also plan a summer pool party for pre-teen kids

Per Board approval, snacks are being provided at monthly Board meetings. Cost will be kept under \$30 per meeting.

ACTION REQUIRED:

1. NONE

FESHA Board of Director: April 9, 2008
Association Manager's Report

General Activity for March

- a. Received and booked clubhouse rentals.
- b. Worked with Rod Bray on Delinquencies
- c. Prepared letters to title companies for closings.
- d. Prepared checks for payment of invoices
- e. Updated Website
- f. Received and Posted Annual Dues/Advertising Monies
- g. Worked on 2008 Community Directory
- h. Assisted in securing information for newsletter
- i. Assisted in mailing of RFP's.
- j. Assisted Treasurer in setting up Brokerage account.

Delinquency Report-There are 16 lots which have not paid their 2008 assessments. I have filed liens on 14. One lot owner has filed bankruptcy and another has title issues, for which we are working with.

Vacation – I would like to **tentatively** request a week of my vacation time for April 28-May 2.

	<u>Current Month</u>		<u>Year to Date</u>		<u>Annual Budget</u>
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	
Total Revenues	\$4,774	\$23,647	\$180,636	\$184,738	\$193,539
Clubhouse Facilities	1,009	1,334	3,928	4,706	15,318
Newsletter	573	-	573	950	2,300
Swimming Pool/Tennis Courts	4,369	5,838	7,609	8,730	32,220
Roads/Lakes/Common Areas	2,263	3,722	10,812	9,522	41,492
Social Committee	28	200	268	1,000	3,000
Office Expense	2,064	1,823	8,013	7,356	22,325
Professional Fees	918	817	2,048	5,418	9,004
Insurance	-	-	-	-	8,500
Taxes	-	-	-	800	10,358
Capital Expenditures	-	4,800	17,800	22,600	-
Total Expenses	<u>11,224</u>	<u>18,534</u>	<u>51,051</u>	<u>61,082</u>	<u>144,517</u>
Net Income	<u>-\$6,450</u>	<u>\$5,114</u>	<u>\$129,586</u>	<u>\$123,656</u>	<u>\$11,622</u>

	<u>03/31/08</u>	<u>04/30/08</u>	<u>12/31/07</u>
CASH ON HAND			
Designated	\$203,071	\$203,797	\$202,133
Undesignated	153,018	173,167	45,042
Total	<u>\$356,089</u>	<u>\$376,964</u>	<u>\$247,175</u>

AI #	Date	Action to be addressed	Due Date	OPR	Action / Date Complete
01.08.01	8-Jan-07	Revitalize Neighborhood Watch program	8-Mar	Garrison	Update 5/14/08
05.14.01	14-May-07	Rewrite Restrictions	3-Mar	Altizer	Update 5/14/08
05.14.03	14-May-07	Review/develop plan for street signs	11-Jun	Myers	Update 5/14/08
07.09.01	9-Jul-07	Recommendation on trapping lake varmits	13-Aug	Myers	Update 5/14/08
11.12.02	12-Nov-07	Estimate for Eaves on Clubhouse	10-Dec	Molzon	Update 6/11/08
04.09.01	9-Apr-07	Obtain material for tennis court crack filler	14-May	Molzon	