

Board Meeting
Fenwick Homeowners Association
Minutes – Monday December 17th 2007.

The Board meeting for the Fenwick Homeowners Association was called to order in the Fenwick Clubhouse located at 16801 Fenwick Blvd. Edmond, Oklahoma. The Meeting convened at 7:03 pm.

1) Call to Order:

Attending Board Members:

Floyd Treiber, Leland McLing, Aaron Vrbenec, David Baker, Wes Wheeland, Debi Franklin, Jim McGoodwin, and Pat Fincher attended the meeting.

Absent Members: Dan McNitt

Attending Guests: Bill Trimble, Gordon Clark, Troy Fincher, Carl Franklin, and Dallas New attended.

2) Election of Officers:

MOTION: Debi Franklin to nominate Jim McGoodwin for President

APPROVED: Nays; None

MOTION: Floyd Trieber to nominate Leland McCling for Vice President

APPROVED: Nays; None

MOTION: Floyd Trieber to nominate Pat Fincher for Treasurer

APPROVED: Nays; None

MOTION: Debi Franklin to nominate Aaron Vrbenec for Secretary

APPROVED: Nays; None

3) Old Business:

- Stanfield Stockade fence – City still hasn't replied to our requests to check out the fence
- Operating procedures
 - Form letter to covenant violations/2nd letter – Jim McGoodwin suggested we discuss this at a later meeting.
 - Mail box – installed by Carl Franklin
 - Rule/Policy book – To be discussed at a later meeting.

4) Maintenance Committee Report: (Bill Trimble)

- Bill reported that the damage from the ice storm, there is a need for another chainsaw in order to clean up the trees that were damaged. Bill needs ~\$800 for all the equipment to clean up the trees (e.g., saw @ ~\$269, blades @ ~\$21, ~\$40 case; ~\$400 tree topper).

- Due to the work that is required to run the Maintenance Committee Bill has suggested appointed a co-chairmen and they have voted it will be Dallas New.

MOTION: Jim McGoodwin to allow the Maintenance Committee to spend up to ~\$800 to buy equipment to clean up the damage done by the ice storm.

APPROVED: Nays; none.

- Bill has painted some of the signs at entrances; due to the cold weather not all of them have been painted.
- The irrigation system is being repaired at the various entrances and common areas. Carl Franklin stated he is working on the well pumps. Western well works but goes nowhere. There was discussion re: the city ordinance which states you can't run well and city water together. Carl suggested a 'clamp lock' be used so we can use city water for now the well water later if a cost comparison of past city water bills determines it is economically feasible to repair our wells. Jim McGoodwin stated it needs to be secure to prevent tampering.
- Bill gave us our top three bidders for the mowing of the neighborhood.
- Bill stated he has received 6 bids for mowing the common areas and he presented his top 3 recommended bids for mowing of the neighborhood. Bill's first recommendation is Bowman Brothers Lawn Care (mowing 28 times @ \$650ea for ~\$46,000, fertilizes (@\$13,000) and herbicide (@ \$8,000) five times per year; weed flower beds bi-weekly (14x per year) for ~\$2000, replace annuals (\$4,088) spring and fall; ~\$74,000 for everything.
- Bills second recommendation is Maxwell's Landscaping, \$65K mowing only; for equivalent services would be ~\$80,000 (\$3K for cleaning; \$12K for flowers).
- Bills third recommendation is Groundskeeper Landscaping and Irrigation for equivalent services would be \$49,450 (mowing and fertilizing); lawn health & bedding \$900; spraying, pulling weeds, cleaning \$3,450; trimming \$2,025; manual weeding \$3,750; rocks and dam \$675. This company was hired previously for work in the bottom area; they left logs behind and didn't finish the work.
- L&H Enterprises – figures didn't add up correctly.
- Landscape Enterprise bid ~\$147,000; mow, clean beds, and weed control.

MOTION: Leland makes a motion to hire Bowman Brothers Lawn Care for all services (mowing, fertilizing, weed flower beds, herbicide) offered for approximately ~\$74,000 per year

APPROVED: Nays; None

Clubhouse

Buy cigarette butt container for front – ordered

Buy rubber runners for floors (\$200.00) - ordered

Buy new secure mailbox – Board will check out mailbox and see if it's up to standard. Carl stated the new box seems sub-par and may need to be returned.

Pool Area

Repair lock on gate – Carl Franklin is working on this.

Vending machines – for summer season. Leland is working on this and has a few calls out.

NW Pools is coming out.

Floyd stated the fence on the north side of the pool must be repaired.

Playground

Ponds, Creeks and Area Drainage

Review recommendations (ask Paul Koenig and members of Maintenance Committee to come to next Board meeting.) AI to Dallas to contact.

Common area

Gaps in Fence along 164th Street – Floyd will re-walk this and determine where the problems are and let Bill know (capstone(s) missing).

Remove graffiti on 167th street entrance to Garden Village – cleaned up.

5) By-laws Committee Report:

Pat Fincher presented the By-Laws committee report; she and Debi met and reviewed several drafts of violation letters from the gated area; templates were passed out to the Board for their review.

Pat stated the rules in progress are currently focused on validation of the committees. She stated a need exists for all committees to appoint a recorder for minutes of each meeting. The minutes shall include, but are not limited to, attendance, topics discussed, and nature of discussion, action items, and timelines, majority votes (minimum of 3 members) and regular meeting times. Pat stated this list was voted on and received unanimous votes from the By-Laws sub-committee of 6 people. Pat requested this rule be approved by the Board to be effective immediately beginning 2008. Debi Franklin made a motion to approve and there was no opposition.

By-Laws changes will be ratified by the Secretary signing and being notarized.

6) Fenwick HOA Website Report:

- Website Coordinator and “Reporters” -
- Email contact list – Pat has received over 300 emails from the survey sent out to the neighborhood. Should have a solid list by Jan 30th.
- Need login and password from Jim in order to create a new website
- Pat Fincher asked Debi to report back next month with any new suggestions.

MOTION: Debi, Dallas, and Jim to research options for the website with recommendations and alternatives that will be presented at the next board meeting. Jim McGoodwin AI to contact Jim Wolz re: use of our domain name, what we got for the \$500, etc.

APPROVED: Nays; None

7) Social Committee Report:

- No report

8) Pool Report:

- We need a new volunteer to manage the pool and will solicit new volunteers at the next meeting.

9) Clubhouse Report:

- Leland mentioned that wireless internet could be installed and possible free for the neighborhood and sponsored by local business. Leland will give a report at the next board meeting.

10) New Business:

- Discussion re: Tami Alford's services. Minutes from Nov 19th indicate she was paid \$1,800 for services until year end 2007 for set up, notifying title companies, contracting residents by phone to collect delinquent dues.
- Floyd mentioned that since Pat is the new treasurer we need reassurance from Tami (at PBBS) that all data will be transferred between Tami and Pat.

11) Adjournment

MOTION: Leland McLing makes a motion to adjourn

APPROVED: Nays; none.

12) Next Meeting of the Fenwick HOA Board of Directors will be Monday Jan 3rd to discuss Board processes and policies for 2008; next regular Board meeting is **January 21st**