

# FENWICK HOA BOARD OF DIRECTORS

## MEETING MINUTES for January 18, 2010

The monthly meeting of the Fenwick HOA was held at the Fenwick Clubhouse, located at 16801 Fenwick Blvd.

**Call to order:** The meeting was called to order at 7:02 by Pat Fincher, President.

**Board Members in attendance:** Pat Fincher, Pres; Sue Willard, Secretary; ; Mindy Geist, Architectural Chair; Floyd Treiber, Member; Bill Trimble, Member; Jim McGoodwin, Member; and Laura Lee Williams, Member.

**Absent:** Wes Wheeland, Vice President & Jeff Hutson, Treasurer

### Actions taken at this meeting:

- 1.) December meeting minutes – unanimously approved.
- 2.) Motion to hire CCMS as Clubhouse Manager for additional \$250 per month - unanimously approved.
- 3.) Motion to approve application for driveway extension at 16905 Halbrooke - unanimously approved.

### Actions by email/letters/in person:

- 1.) P&L – sent via mail to homeowners January 15<sup>th</sup>.
- 2.) Complaints/Violations: a.) 1404 NW 165<sup>th</sup> Ct – truck parked permanently at curb in excess of 2 weeks, interfering with turning around in cul-de-sac. Owner was personally notified of violation and is now in compliance. b.) 16905 Halbrooke – complaints of high volume of traffic due to in-home daycare. – Owner personally notified. To reduce traffic owner has asked parents to pull in their driveway, and in addition has applied to Architectural Committee for permission to widen driveway. c.) 1404 NW 170<sup>th</sup> St – 4 complaints about inoperative vehicle missing wheels and tires up on bricks. CCMS contacted renters, property manager, and owner, and followed up with violation letters to both property owner and renters. In addition, CCMS filed a complaint with OKC.gov.

## Reports:

- 1.) **Financial Report** – submitted by Carl Franklin. Submitted P&L, list of delinquent homeowners, and list of new homeowners. **New homeowners:** Kimberly Bass – 12/23/09- 16612 Brewster Lane; George Patterson and Christina Blake – Late January – 17121 Bedford Circle; Moises P Guedes – January 30<sup>th</sup> – 17013 Wales Green Avenue. **Reminder about November board meeting \$4000 approved to move over.** Carl said several projects could benefit from the reserves.
- 2.) **Maintenance Report** – Bill Trimble – said no there was no FMC meeting due to several factors – no heat in clubhouse, and few people showing up for meetings. submitted FMC minutes. A.) **No FMC meeting** – due to lack of heat in clubhouse & very few people showing up for last several meetings. B.) **Beaver Problems** – The beavers are back and eating the trees. Beaver Bob has been contacted, but he has not responded to the calls. FMC will research what OKC might be able to do for our beaver problem. C.) **Iron Contract** - paint will not cure out – will need to get started on that. D.) **Snow/Ice removal** - Removal sets us up for liability. Pat Fincher added that we should not be cancelling clubhouse events due to snow/ice – it is up to the renters.
- 3.) **Clubhouse report** – submitted by Pat Fincher. A.) **Microwave plate cracked** – Pat will check prices on and replace. B.) **Weather –clubhouse rentals** – Many renters upset due to weather and changed dates/cancellations. C.) **Clubhouse Manager Position** - CCMS was hired by unanimous board approval as the new Clubhouse manager for additional \$250 per month effective immediately.
- 4.) **Pool Report** –ser Pat Fincher - nothing to report.
- 5.) **Architectural Report** –presented by Mindy Geist, Architectural Chair. 16905 Halbroke – application for permission to extend driveway was unanimously approved.
- 6.) **Social Committee Report** – presented by Laura Lee Williams, Social Chair.
  - A.) **Social Committee Meeting** – January 27<sup>th</sup> at 6:30 p.m.
  - B.) **Valentines Crafts** - 1<sup>st</sup> Sunday in February 2-4 p.m. – Kids’ Valentines Day crafts.
  - C.) **Easter Eggstravaganza** - March 22<sup>nd</sup>

## Discussions:

- 1.) **Boxes in Clubhouse** - There are still a lot of boxes of “stuff” remaining in the clubhouse, possibly Social Committee items.
- 2.) **Fines for Violations** – Discussion as to whether both renter and property owner should be fined when there is a violation. This issue is not discussed in either the bylaws or the rules. Jim McGoodwin thinks we should notify BOTH renter and owner. This issue will be taken up at next month’s meeting. no “stuffing” party required since full service mail is within our budget.
- 3.) **Reserves** – Floyd questioned reserves and projects. Carl answered that money is set aside every year for a certain number of years in the reserves depending on the

scheduled project. If there is enough money available and a scheduled project needs immediate attention, then yes we could possibly do the work right away.

Meeting adjourned at 7:55 p.m.