

Foxwood Hills Property Owners Association

**Board Meeting Minutes**

**April 21, 2018**

**Attendees:**

**Kristie Martin, GM**

**Board: Mark Howard, Shellie Huth, Bob Meece, Steve Moore, Beth Patterson, Kellye Rembert**

**Absent: Hans Gray**

1. Beth Patterson called the meeting to order
  - a. All were asked to join in the Pledge of Allegiance.
  - b. Beth reminded everyone of desired meeting conduct asking everyone to keep their comments to a minimum so as to keep the meeting moving efficiently.
2. Beth explained the new format for meetings – one meeting per month with the town hall opportunity at the beginning of the meeting followed by official Board business. The following members completed Request to Speak forms and addressed the Board (facilitated by Steve Moore):
  - a. Dan Strickland asked if the POA's Welcome Book could be updated from the 2015 version that he was in possession of. Beth and General Manager, Kristie Martin, confirmed that there is an updated version and will make sure that he receives one. Mr. Strickland then inquired as to when answers would be given to questions that have been repeatedly asked at previous Board meetings. Beth addressed this indicating that Kristie is working to have answers before the next meeting. Beth explained that Kristie has been under a great deal of pressure – all were encouraged to be patient as Kristie balances work and personal issues. Questions were posed regarding letters to Rep. Bill Sandifer about member access to records. Kristie pointed out that the packet introduced was missing a letter from the Attorney General and asked that Mr. Strickland *not* submit what he has to the Hatteras Facebook page without having all of the information. She made herself available to meet with Mr. Strickland to review the additional letter.
  - b. Jackie Klein Hennessey has taken over as liaison to Lakeview Nursing Home following the untimely death of Sissy Richardson. She is working with staff at Lakeview to see how we can continue to be of help to the residents. Mrs. Hennessey asked that members consider donating anything they have left over following the upcoming rummage sale. Donations of money, time, small toiletries, trinkets, etc. are welcome and she is more than happy to deliver them.
  - c. Eddie Rembert thanked everyone who donated money and volunteered their time to complete all of the electrical work at the community events area at the front entrance. Everything works! He also reported that the snack bar for the pool has been fully renovated. Mr. Rembert noted that these jobs, had they

been bid out, would have cost the Association thousands of dollars but because of everyone's donations and time the cost was minimal. Kudos to *everyone* – those who put in money, those who put in sweat equity and those that provided refreshments.

3. All outstanding minutes will be reviewed at the May Board meeting.
4. New business was initiated by the announcement of Shellie Huth as the newly appointed Board member filling the vacancy left by Danita Harn. Shellie took a moment to introduce herself.
  - a. The following new Board officers were elected:
    - i. Beth nominated Mark Howard for President, Steve seconded. Unanimous.
    - ii. Kellye Rembert nominated Steve for Vice President, Beth seconded. Unanimous.
    - iii. Beth nominated Kellye for Secretary, Steve seconded. Unanimous.
    - iv. Steve nominated Bob Meece, Beth seconded. Unanimous.

Mark addressed the members expressing the Board's commitment to "shaking things up" in response to comments at the Annual Meeting. He indicated that the Board intends to be more open and transparent. It is the hope of the Board that weekly updates from Kristie are helpful (full support from the attending members).

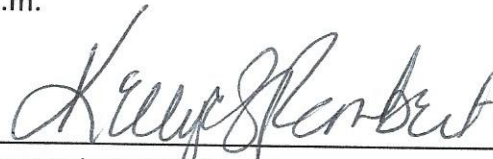
- b. Bob highlighted March financials. Year-end reports are preliminary and will be finalized. In response to the financials – "we're up where we need to be up and we're down where we need to be down". It was reiterated that our volunteers save us thousands of dollars and make a huge difference in the bottom line.
- c. Kristie presented the management report. These reports will be shorter as we move forward due to the weekly updates provided to POA members. REPORT INCLUDED IN PACKET.
- d. The Board supports organizational changes and goals embracing the Service Credo, Motto, Four Steps of Service and Service Promise. Special kudos to Maurice Alvarez for his work with staff regarding these areas.
- e. Mark reviewed how the Board will work with committees. He explained the new approach with the Marketing committee. It is critical to note that these committees are to support our strategic plan.
  - i. Committee chairs were announced.
  - ii. The Board recommended that major Fourth of July celebrations occur the weekend prior to the holiday.
  - iii. We will finalize Board liaisons and report out to the community. Kellye moved to approve the Roles and Responsibilities document. Steve seconded. Motion carried.
  - iv. Steve made a motion to approve the Charters for the Roads and Marketing Committees as amended: a statement needs to be included on

all charters charging the committees to annually review the charter. Bob seconded. Motion carried.

- f. Kristie is consulting with legal to see if we can require solar panels on roofs as opposed to "farms." She will update the Board as soon as she gets the information.
5. Old Business
- a. 2 POA properties were sold in March. We have interest in more.
  - b. The Board is exploring collections options with an attorney.
  - c. An "Action Item" report will be generated soon to keep projects moving forward.
6. Bob motioned to move the Executive Session. Steve seconded. Motion carried.

The Board adjourned at 10:30 a.m.

Respectfully presented by:



Kellye Rembert, POA Secretary

Approved by:



Mark Howard, POA President