

# Foxwood Hills Property Owners Association

## Board Meeting Minutes

April 20, 2019

### Attendees:

Brandy McCall, AAM

Board: Russ Dukeman, Beth Patterson, Louise Moisan, Steve Moore, Kellye Rembert, Patrick Coates

1. Russ Dukeman called the meeting to order.
  - a. All were asked to join in the Pledge of Allegiance.
  - b. Russ recounted the circumstances of the past week regarding resignations of board members. He asked for everyone's patience.
  - c. Russ announced that we will have an advisory session at the end of this meeting – he reminded everyone that we will be having a separate advisory meeting starting next month.
2. Review and approval February 9, 2019 and February 16, 2019 minutes. Steve moved, Beth seconded to approve. Motion carried.
3. Review and approval of March Financials (Louise Moisan) – handout provided based upon figures provided by SCS.
  - a. Reserves account put on hold.
  - b. We paid no legal fees.
  - c. Payroll significantly reduced.
  - d. Budget meeting with SCS on April 26, 2019 @ 11 AM. This is open to membership.
  - e. Russ called for a motion to approve of minutes pending the April 26 meeting. Kellye moved, Louise seconded. Motion Carried.
4. Management Report (Brandy McCall)
  - a. Included in packet.
  - b. We have an increased number of people looking at property. This is very time consuming for the staff.
5. New Business
  - a. Appointment of Vacancies – we will fill these vacancies based upon the will of the voters on the heels of the election. Steve made a motion to appoint Greg Lohman and Patrick Coates to fill the vacancies (Greg Lohman will fill Mark Howard's position, which is a three-year term and Patrick Coates will fill Shellie Huth's position, which is a one-year term), Louise seconded. Motion carried.
  - b. Election of Officers – Kellye moved for Russ to fill President position, Louise seconded. Motion carried. Steve moved for Beth to fill Vice President position, Kellye seconded. Motion carried.
  - c. The need for a Parliamentarian to keep us on track. Beth can put this in the association update asking any members who have this kind of expertise to apply.
  - d. Appointment of Chairs & Board Liaisons – Steve moved to appoint committee chairs, Louise seconded. Motion carried. Updated board liaisons.

- e. Staffing & Restaurant Re-opening – we will sit down with each of the leads to express our expectation with the budgets for each areas. They are ultimately responsible for dispersing the funds provided as they see fit. Would filling some pool duties with volunteers be an option? We will consider. Kellye moved to re-open restaurant on May 18, 2019, Louise seconded. Motion carried.
- f. Dues and payment fees – Five (5) payment plans presented to the Board. Needs to go through attorneys. Will go into a resolution. Kellye moves to proceed, Steve seconded. Motion carried.
- g. Policy – purchase of lot with back dues. We need to get consistent with this. Louise moved to waive previous past dues with a new owner effective April 20, 2019; however, prior owner's dues are still active. Kellye seconded. Motion failed. Kellye moves that the Board develop a process, on a case by case basis, regarding past dues being passed onto new owners. Steve seconded. Motion carried.
- h. Staff Training policies (Brandy) – Kellye moved for Foxwood Hills to join Community Association Institute for training and education opportunities. Beth seconded. We need to see how we can join as a group. Motion carried.

6. Committee Reports

- a. Tom Hennesey – Roads. Weather really impacted out roads with wash outs. Need to get some rock in. We have requested an estimate for road repair. Have not received as of this board meeting. Need a larger sign to send trucks alternately from Hickory Trail. Community members are encouraged to alert the office if they see trucks coming up Hickory Trail. A letter will be distributed to vendors instructing them NOT to use Hickory Trail.
- b. Greg Sheperd – Budget. Will provide input for meeting with SCS on April 26<sup>th</sup>. Has audit been performed for '17-'18? It is almost completed. Revenues need to be put into the correct year.
- c. Nadine Meece and Bob Meece – Lodge. In meeting last week discussed pool/restaurant opening. They heard a presentation/proposal from Niki.
- d. Sandy Popivchak – Nominating. No report.

7. Advisory (Steve Moore)

- a. Jim Sampson – Ditch line on his property. The edge of the road is the problem. Westgate Drive. This is the fifth time he has addressed the Board.
  - b. Deb Farandino – Glad we went next in the list for Board members.
8. Kelly Clark – she will pay her dues on her property from the date of her deed up to date of sale. Louise moved Kelly Clark's appeal to the Board regarding past owner's dues for Lot 64 to be waived and that she will pay her dues as of date of deed to date of sale and that she will pay by May 30 be accepted. Kellye seconded. Motion carried.

Steve moved to adjourn and move into appeals session. Patrick seconded. moved, Louise seconded. Motion carried.

Meeting adjourned 11:17 AM

Respectfully submitted by: Kellye Rembert  
Kellye Rembert, POA Secretary

Approved by: Russ Dukeman  
Russ Dukeman, POA President