

Board of Directors
September 30, 2023
Minutes

Present: *Sonya Hale, President; Keith Cagle, Vice-President; Dan Delano, Treasurer; Patrick Coates, Greg Lohman, and Johnny Urraca.*

Absent: *Bill Thompson, Secretary.*

President Hale called the meeting to order and asked members to join in the Pledge of Allegiance. She reminded members of the code of conduct for Board Meetings and then appointed Beth Patterson as the Secretary of the meeting.

President Hale reported that July Board Meeting minutes had been approved and were on the website.

Treasurer's Report: Dan Delano, Treasurer reported on the June, July, and August financials. Highlights follow:

1. Balance Sheet Comparison (08/31/23 and 08 /31/22)
 - a. Total Assets: \$1,711,750 ('23) \$1,766,142 ('22)
 1. Total Bank: \$1,213, 121 ('23) \$1,270,403 ('22)
 - b. Total Liabilities & Equity: \$1,711,749 ('23) \$1,270,403 ('22)
2. A separate operating reserve fund of \$200,000 has been set up with Langley Federal Credit Union.
3. The May Board's approval of \$100,000 supplemental CapE, reserve has not been completed yet. See below for modified Board approval.
4. Restaurant Income has trailed budget by \$15,080, representing a 15.6% negative variance YTD August. We have seen month-over-month improvements and actions are underway to recover this shortfall in coming months.
5. Year-to-Date Total Income is \$1,089,133 through the end of August, representing a \$39,562 favorable variance to budget.
6. YTD Total Expenses are \$495,744, or a favorable \$106,100 to budget.
7. YTD Land Sales have netted \$45,808, or a \$4,138 favorable budget variance through August.
8. The POA is planning to align insurance policy's start dates next year to eliminate the substantial month-over-month variations.
9. The point-of-sale (POS) system is being more fully operationalized. Monthly inventory has been done manually on a spreadsheet, which we learned contained a

formula error. POS will help to streamline the work and provide an accurate account of inventory.

10. Past due accounts should have gone to collections in July; however, they were not submitted until September.
11. A used truck was purchased for \$58K. The Treasurer submitted a motion to amend the May Board decision to increase CapEx by \$100,000 to only \$42,000. Combined with the truck purchase this would result in the intended \$100,000 reduction to Operating funds. The motion was seconded by Patrick Coates and motion carried.
12. The Treasurer made a motion, *to establish a \$2,000 minimum threshold to qualify for CAP X with approval resting with the Treasurer.* Greg Lohman seconded the motion and motion carried.

Management Report: Keith Litcofsky, General Manager

Restaurant and Lounge:

- Lounge doors open at 11:45 on Saturdays for college football.
- Hours of operation are Thursday 4 pm to 9 pm; Friday and Saturday noon to 10 pm. Kitchen closes one hour before closing. T
- The Deep End Café is closed for the season.

Maintenance Updates:

- A 2021 F-250 and 16ft dump trailer has been purchased.
- The courts are finished and open. Repair of the court lights will begin soon.
- The pool closed on September 23rd. Will reopen in May of 2024. The pool attendance was 10,000 for the 2023-2024 season.
- Code locks have been placed on the restrooms. Code is 800008.
- Members wanting to reserve the pavilion for the day should call or email the POA Office.
- Twenty-two (22) knocked down trees were cut and removed since last meeting.
- The county began repairs on Dr. Johns Road (9/22/23) due to the beaver damage.
- Quotes to update the comfort stations are being requested.

Office Updates

- Forty-nine (49) new lot owners Processed were since July.
- Twelve (12) ACC permits have been processed for new construction.

- Rhonda McNeely has been hired full-time and Karen Quigley is part-time in the POA Office. They are responsible for lines, foreclosures, & office duties.
- All outstanding dues have been sent to collections. Liens are also being filed on all outstanding dues.
- The ACC usually goes through the community on Monday & Fridays. The truck is identified with Foxwood Hills magnets.
- Payments are no longer taken in the POA Office. Payments should be made online or mailed to Good Management. The account number should be included to ensure payment is posted to correct account.
- The POA has been notified by the Red Cross that employees should watch videos online before training is provided.

Security

- Jeffrey Carroll has been rehired as a part-time officer.
- Brandon Davis has been hired as a part-time officer. Brandon also has a full-time job with the Seneca Fire Department.
- Four (4) incidents were reported in July.
- Nineteen (19) violations were reported in May including failing to stop at stop signs or speeding.
- Five (5) incidents were reported in August.
- Fifteen (15) violations were reported in August including failing to stop at stop signs or speeding.
- Approval has been received to start writing county tickets on FH roads. Fees will be paid to Oconee County. After a speeding ticket or other driving infraction hits member's/guest's record, an increase in insurance will occur.

Committee Reports:

- a. ACC (Chuck Wiedenheft, Chair)
 - a. Keith Cagle, Board Liaison to ACC reported that the POA currently has 12 ACC permits for new construction.
- b. Beautification (Deb Wiwczar, Chair)
 - a. Ms. Wiwczar thanked volunteers for helping with the front entrance. Old bushes were removed. Next year, this area will be replaced with grass.
 - b. There have been four (4) rentals of the pavilion in the past few months. Deb reminded members the pavilion could be used for personal use (e.g., picnic, lunch with a friend) it was not just for rentals.
 - c. Free hot dogs, chips and a drink were held later in the day, to bring members together.

- d. The committee is looking at other events for the pavilion (e.g., Paint and Sip). They see these events as an extension of the Social Committee.
- c. Communications & Marketing (Beth Patterson) Ms. Patterson reported on highlights:
 - a. A FH article was included in The Journal 8 times in June, 8 times in July and 8 times in August.
 - a. The next major advertising was a full-page ad included in "The Visitors Guide: Waterfalls, Rivers, and Lakes."
 - b. The next step is to advertise in Lake Living, a publication that is sent to 40,000 people. FH will be featured in the December issue with a full-page ad.
 - c. Red Hot Homes is going to set up a special number for our advertising so we will have an account of number of calls.
 - d. Brett McLaughlin, Editor for Lake Living, showcases home in Lake Living. Beth will provide a list of homes. A photographer will come to FH to take photos and talk with property owner.

Bill Thompson, Board Liaison to the Committee, recommended the committee conduct a member survey. Beth is working on the first draft.

A draft summary of the event sponsored by Oconee Chamber and FH was included in the agenda booklet. This should help in future planning of future events.

Reality Homes: Eleven (11) homes are being built in FH and at least three (3) more are in the pipeline. The building process is 90 days once the permit is issued. This has been a huge selling point to consumers.

Fan Page: There are 853 members subscribed.

Neighborhood Watch: (Van West): no report

Roads: (Russ Dukeman, Chair)

- a. Mr. Dukeman reported that paving had begun, and critical time has been spent on drainage issues, which many are due to new construction where run off was not controlled.
- b. Due to increase in construction and sale of lots, the roads are being affected by increased traffic and use by heavy traffic.
- c. There are approximately four (4) miles of unimproved roads and the cost to make them passable is over one million dollars. This should be considered moving forward.
- d. Russ suggested that the POA have a policy addressing when a lot is purchased on an unpaved road, there will be no plans to pave in the future. President Hale indicated that there was clause to this effect stated in contracts.

Social: (Sandy DeLaney, Co-Chair & Kellye Rembert, Co-Chair) Ms. DeLaney reported on the following:

- Forty-fifty (40-50) members are attending Bingo.
- A golf parade was held over Labor Day with Boone Buggies providing gift certificates for 1st, 2nd and 3rd place.
- A murder mystery game will be held on October 28th.
- Foxgiving (Thanksgiving potluck for members staying in FH for the holiday) will be held the Sunday before Thanksgiving.

Legal Update:

President Hale reported on the Kurtz's case, indicating that the POA is in negotiation with them offering to waive current road assessment but not in the future. She went on to report that Chris Pierce had requested personal information on members, members not in good standing, etc. Working with POA attorney on both cases.

New Business:

- a) Liens and foreclosures: foreclosures will be initiated once the lien process is completed.
- b) Backhoe attachment for the tractor: Keith will include it in next year's budget.
- c) Both tractors are fixed.
- d) Status of new security vehicle to replace the black Kia? Plan is to keep the black Kia.
- e) Reserve study should be completed in 1-2 weeks.
- f) The audit should be completed by the end of October.

Old Business:

President Hale reported that a meeting had been held to review the revised ACC Guidelines. The Board decided that there will be one document instead of two. Beth Patterson will make revisions and submit them back to the Board.

Open Forum for Members:

- a. Beth Patterson noted that the pile of timber on the side of Nottingham had been moved and asked Johnny Urraca when it would be moved into the ravine. He reported that the lot had been sold and he would have to get with the buyer to make a determination. She asked Dan Delano about the progress moving forward with Revised Bylaws. There has been no movement to date.

- b. Marsha DuVall asked about comment cards for the lounge. Keith instructed Chantel to use them. She also asked about keeping the kitchen open longer. The kitchen closing one hour before closing the lounge will not change.
- c. Sandy DeLaney indicated that the night before there was no food provided, only 3 appetizers. It was Karaoke night, which is always heavily attended and shared concerns about the unreliability of staff being there.
- d. Ashley Chase: shared her concerns about the limited menu. Members are not happy with the limited menu and want a full menu. She recommended opening the lounge on Sundays.
- e. Greg Sheperd recommended that if the POA wanted to promote College Football, draft beer, wings should be offered and stop doing foo-foo drink specials.

The Board adjourned to Executive Session.