

**CHESHIRE FOREST HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS**

MEETING MINUTES
Regular Board Meeting
June 18, 2019

MEETING CALLED TO ORDER Quorum established, meeting called to order at **6:02 p.m.**

Members present: Lonnie Harrelson (President), Allen Jacobs (Vice-President), Cliff Krebs (Treasurer), Julie Halsnoy (Director), and Paul Corcoran (Director).

Board member absent: Dave Liddell (Secretary)

Management representative present: Jennifer Williams

1. Agenda Review and Adoption

- Meeting agenda adopted as written. **MSC**

2. Minutes (Review and Approval)

- Motion made to approve the May 21, 2019 Board Meeting minutes. **MSC**

EXECUTIVE SESSION

Motion made to enter Executive Session to discuss (a) Due Process Hearings, (b) Executive Minutes, (c) Delinquency, (d) Legal, (e) Proposals, (f) Correspondence, and (g) CC&R review. **MSC**

3. Executive Session (6:03 p.m. – 7:36 p.m.)

OPEN SESSION

- Motion made to reenter Open Session. **MSC**
- Minutes are kept separate, as items discussed in executive session are confidential. All motions are made in Open Session.
- 3.(a)(1) The Board motioned to send the owner a certified letter giving the homeowner until 7/31/19 to clean the brick steps or be assessed \$10 per day, for a maximum of 90 days, or until the actions are completed. **MSC**
- 3.(a)(2) The Board motioned to send the owner a certified letter giving the homeowner until 7/31/19 to clean the fence or be assessed \$10 per day, for a maximum of 90 days, or until the actions are completed. **MSC**
- 3.(a)(3) The Board motioned to send the owner a certified letter giving the homeowner until 7/3/19 to power wash/clean the siding or be assessed \$10 per day for a maximum of 90 days, or until the actions are completed. **MSC**

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- 3.(a)(4) The Board motioned to send the owner a certified letter giving the homeowner until 7/31/19 to clean the chimney and front steps or be assessed \$10 per day for a maximum of 90 days, or until the actions are completed. **MSC**
- 3.(a)(5) The Board motioned to send the owner a certified letter giving the homeowner until 7/31/19 to paint/clean the shutters or be assessed \$10 per day for a maximum of 90 days, or until the actions are completed. **MSC**
- 3.(a)(6) The Board motioned to send the owner a certified letter giving the homeowner until 7/31/19 to paint the gable and front door trim or be assessed \$10 per day for a maximum of 90 days, or until the actions are completed. **MSC**
- 3.(a)(7) The Board motioned to send the owner a certified letter giving the homeowner 15 days from the date of the letter to power wash/clean the siding and front steps or be assessed \$10 per day for a maximum of 90 days, or until the actions are completed. **MSC**
- 3.(a)(8) The Board motioned to send the owner a certified letter giving the homeowner 15 days from the date of the letter to paint the trim or be assessed \$10 per day for a maximum of 90 days, or until the actions are completed. **MSC**
- 3.(a)(9) The Board motioned to send the owner a certified letter giving the homeowner until 7/31/19 to clean the brick/stucco or be assessed \$10 per day for a maximum of 90 days, or until the actions are completed. **MSC**
- 3.(a)(10) The Board motioned to send the owner a certified letter giving the homeowner until 7/31/19 to clean/paint the garage doors or be assessed \$10 per day for a maximum of 90 days, or until the actions are completed. **MSC**
- 3.(a)(11) The Board motioned to send the owner a certified letter giving the homeowner 15 days from the date of the letter to clean the brick on the chimney or be assessed \$10 per day for a maximum of 90 days, or until the actions are completed. **MSC**
- 3.(a)(12) The Board motioned to send the owner a certified letter giving the homeowner 15 days from the date of the letter to remove the wire fence or be assessed \$10 per day for a maximum of 90 days, or until the actions are completed. **MSC**
- 3.(a)(13) The Board motioned to send the owner a certified letter giving the homeowner 15 days from the date of the letter to clean the brick on the chimney or be assessed \$10 per day for a maximum of 90 days, or until the actions are completed. **MSC**
- 3.(a)(14) The Board motioned to send the owner a certified letter giving the homeowner 15 days from the date of the letter to clean the brick steps or be assessed \$10 per day for a maximum of 90 days, or until the actions are completed. **MSC**
- 3.(a)(15) The Board motioned to send the owner a certified letter giving the homeowner until 7/5/19 to replace the rotten trim and paint or be assessed \$10 per day for a maximum of 90 days, or until the actions are completed. **MSC**

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- 3.(b)(1) The Board motioned to approve Executive Minutes from the May 21, 2019 Regular Board Meeting. MSC
- 3.(d)(1) The Board motioned to accept the opposing attorney's offer of \$10,000.00 to settle the court costs/fees issue, and to place those monies in the Operating Reserve. MSC
- 3.(f)(1) The Board motioned to deny the homeowner's request for a waiver of the late fee. MSC
- 3.(f)(3) The Board motioned to grant an extension until 7/15/19 to complete the required repairs. MSC

4. Homeowner's Forum – (1) homeowner present.

- Homeowner relayed a concern about the storage of branches/yard debris in the tree line along Sheffield Dr near the front entrance. The Board explained those items are kept there for short periods of time and then are removed. The Board directed Management to coordinate with the landscaper to ensure those items are not kept there indefinitely.

5. Reports

5.a. Financial Report – (Treasurer: Cliff Krebs) **In attendance**

- The Board reviewed the May 2019 financial report.

5.b. Manager's Report – (Manager: Jennifer Williams) **In attendance**

- Board reviewed the Manager's Report.
- HRSD gave a credit of \$884.88 for the excessive water bill received in 2018 due to a leak in the pool filtration system.
- Swing set chains/seats to be upgraded once parts are received by VPS.

6. Committee News/Issues

6.a. Architectural Committee: (Chairperson: Julie Halsnoy) **In attendance**

- Nothing significant to report.

6.b. Social Committee: (Chairperson: Aimee Curley) **Not in attendance**

- Nothing significant to report.

6.c. Pool Committee: (Chairpersons: Jim and Mary Bures) **Not in attendance**

- Nothing significant to report.

6.d. Newsletter Committee: (Chairperson: Ann Dumenigo) **Not in attendance**

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- Nothing significant to report.

6.e. Neighborhood Watch: (Chairperson: Alan Crouch) **Not in attendance**

- Conducted 2019 Block Captain Roll Call. Currently 22 Block Captains.

6.f. Swim Team: (Representative: Tracy Tucker) **Not in attendance**

- Nothing significant to report.

6.g. Yard of the Month Committee: (Chairperson: Imelda Barrera / Melissa Dominek) **Not in Attendance**

- The Yard of the Month for June is 808 Satinwood Ct.

7. OLD BUSINESS

7.a. Pool / Playground Drainage. Hydracrete to complete the work during the week of 9 September 2019. The Board requested Management set up an on-site meeting with the contractor prior to work start.

7.b. ACC Guidelines. The ACC will conduct one last review of the revised ACC Guidelines and present the Guidelines at the July Board meeting. In addition, the Board motioned to accept Paul Corcoran as an additional member of the ACC. **MSC**

7.c. Insurance. Still awaiting additional insurance quotes.

7.d. NABR. Management requested to put this on hold until new updates are received.

8. NEW BUSINESS

8.a. Legal Recap. Management provided an overview of the CAI 2019 End of Session Report.

MEETING ADJOURNED – 8:41p.m. Next Meeting on July 16, 2019.


DAVE LIDDELL
CFHOA Secretary


LONNIE HARRELSON
CFHOA President