

**CHESHIRE FOREST HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS**

MEETING MINUTES
Regular Board Meeting
February 19, 2019

MEETING CALLED TO ORDER Quorum established, meeting called to order at **6:00 p.m.**

Members present: Lonnie Harrelson (President), Cliff Krebs (Treasurer), Dave Liddell (Secretary), and Paul Corcoran (Director).

Board member absent: Allen Jacobs (Vice-President) and Julie Halsnoy (Director).

Management representative present: Jennifer Williams.

1. Agenda Review and Adoption

- Meeting agenda adopted. **MSC**

2. Minutes (Review and Approval)

- Motion made to approve the January 15, 2019 Board Meeting minutes. **MSC**

EXECUTIVE SESSION

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

3. Executive Session (6:02 p.m. – 8:16 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 approve the Executive Minutes from January 15, 2019 Regular Board Meeting. **MSC**
- 3.(b)(1) The Board motioned to send a certified letter giving the homeowner until 3/19/19 to remove the boat or be assessed \$10 per day, for a maximum of 90 days, or until the action is completed. **MSC**
- 3.(b)(4) The homeowner did not appear for the due process hearing but was represented by a trusted agent. Management inspected the property and it is now in compliance. The action is closed. **MSC**
- 3.(b)(6) The homeowner appeared for the due process hearing and explained the tarp was covering wood and other items that were previously stored in the shed while it was being repaired. Management inspected the property and the deficiency was corrected. The action is closed. **MSC**

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- 3.(c)(4)(i) The Board motioned to sign a lien for a delinquent assessment of \$220, collection referral \$50, late fee \$22, attorney fees of 33%, plus costs. **MSC**
- 3.(c)(4)(ii) The Board motioned to sign a lien for a delinquent assessment \$220, collection referral \$50, late fee \$22, attorney fees of 33%, plus costs. **MSC**
- 3.(e)(2) Crawlspace Vents. The Board motioned that after confirming PVC material will be used, accept Acelution's proposal to replace 5 clubhouse vents for \$1,697.19; to be funded from Replacement Reserves. **MSC**
- 3.(e)(6) Bench Repair. The Board motioned to accept Acelution's proposal to repair the bench for \$401.50; to be funded from Building and Fence Maintenance Line 09050. **MSC**

4. Homeowner's Forum – There were no homeowners in attendance for the Homeowner's Forum.

5. Reports

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

- The Board reviewed the 2018 financials which currently has a surplus of \$2,800. The Board will review the final end of year financials when all accounts are reconciled. The Treasurer reported that the January 2019 financials looked satisfactory with no concerns.

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

- The Board reviewed the Manager's Report.

6. Committee News/Issues

6.a. Architectural Committee: (Chairperson: Julie Halsnoy) **Not in attendance**

- Nothing significant to report.

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

- Children's Spring Party is scheduled for April 7, 2019.

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

- Nothing significant to report.

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

- Nothing significant to report.

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

- Nothing significant to report.

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

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- Nothing significant to report.

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

- Yard of the month will restart in May 2019.

7. OLD BUSINESS

7.a. Pool / Playground Drainage. Management received one of three estimates requested; tabled until additional proposals are received.

7.b. ACC Guidelines. Tabled until ACC Chair is present.

7.c. Reserve Items. Board and Management discussed items that are scheduled for completion in 2019 per the Reserve Study. The Board directed Management to get quotes for new toddler swings, picnic tables, and clubhouse decorative lights.

7.d. CA Day - March 9, 2019. Management identified sponsors for Cheshire Forest Directors to attend; Julie, Al, and Paul plan on attending.

8. NEW BUSINESS

8.a. Insurance. Management will continue looking for a more cost-effective insurance policy.

MEETING ADJOURNED – 9:05 p.m. *Next Meeting on March 19, 2019.*


DAVE LIDDELL
CFHOA Secretary


LONNIE HARRELSON
CFHOA President

