

**CHESHIRE FOREST HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS**

MEETING MINUTES
Regular Board Meeting
January 15, 2019

MEETING CALLED TO ORDER Quorum established, meeting called to order at **6:10 p.m.**

Members present: Lonnie Harrelson (President), Allen Jacobs (Vice-President), Cliff Krebs (Treasurer), and Dave Liddell (Secretary).

Board member absent: Julie Halsnoy (Director).

Management representative present: Jennifer Williams.

1. Agenda Review and Adoption

- Meeting agenda adopted with the addition of several items under new business: Community Associations (CA) Day and Cheshire Chat Newsletter. **MSC**

2. Minutes (Review and Approval)

- Motion made to approve the December 18, 2018 minutes. **MSC**

EXECUTIVE SESSION

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

3. Executive Session (6:12 p.m. – 6:46 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) Motion was made to approve Executive Minutes from December 18, 2018 Regular Board Meeting. **MSC**
- 3.(d)(2) Crawlspace. The Board accepted Priority Pest Services \$1,655.00 proposal for crawlspace repairs to be funded from Line 09050 (Building and Maintenance Repair). **MSC**

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

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5. Reports

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

- The draft December 2018 Financial Reports were provided to the Board and the Treasurer provided an overview of the report. The Board will review the final end of year financials during the February 2018 Board Meeting.

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

- The Board reviewed the Manager’s report.
- The board directed Management to complete the following: 1) provide soft proposals for alternatives to the current Master Insurance policy; 2) include a copy of the Annual Plan and Action Items in all future CFHOA Board packets; and 3) contact the webmaster to post the 2019 Calendar of Events, update “BODs 2017” and add November and December’s BOD minutes.

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

- Committee Chair provided a 2019 Calendar of Events.

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

- Winter Newsletter is in the process of being drafted.

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

- Committee Chairs will attend the January 24th quarterly CCPC meeting.

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

- Yard of the month will restart in May 2019.

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7. OLD BUSINESS

7.a. Pool / Playground Drainage. Tabled until specifications are developed.

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

8. NEW BUSINESS

8.a. Board Appointment. The Board motioned to appoint Paul Corcoran as a member of the Board through November 2019, at which time he would be eligible for election. **MSC**

8.b. Reserve Report. 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, clubhouse decorative lights, and PVC crawl space vents.

8.c. CA Day – March 9. Management offered to solicit sponsors for Cheshire Forest Directors. Julie, Cliff, Lonnie, Al, and Paul plan on attending.

8.d. Newsletter. Need to update the Board of Director names in the newsletter.

MEETING ADJOURNED – 7:59 p.m. *Next Meeting on February 19, 2019.*



DAVE LIDDELL
CFHOA Secretary



LONNIE HARRELSON
CFHOA President