

**CHESHIRE FOREST HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS**

MEETING MINUTES  
Regular Board Meeting  
August 20, 2019

**MEETING CALLED TO ORDER:** Quorum established, meeting called to order at 6:04 p.m.

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

**Board members absent:** Dave Liddell (Secretary) and Julie Halsnoy (Director)

**Management representative present:** Jennifer Williams

**1. Agenda Review and Adoption**

- Meeting agenda adopted with one revision, add Annual Meeting in New Business. **MSC**

**2. Minutes (Review and Approval)**

- Motion made to approve the July 16, 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 (6:08 p.m. – 7:32 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 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)(2) The Board motioned to send the owner a certified letter giving the homeowner until 8/31/19 to paint trim 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 12/1/19 to paint the trim 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 July 16, 2019 Regular Board Meeting. MSC
- 3.(e)(1) The Board motioned to accept the HSP proposal for \$1300.00 for the winter pool maintenance program. MSC
- 3.(f)(2) The Board motioned to grant the homeowner an extension until 11/1/19. MSC
- 3.(f)(3) The Board motioned to waive the late fee. MSC
- 3.(f)(6) The Board motioned to waive previous non-compliance fees less \$50.00. MSC

**4. Homeowner's Forum** – (0) homeowners present

**5. Reports**

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

- The Board reviewed the July 2019 financial report.

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

- 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**

- Great Cheshire Rib Smokeoff scheduled for 14 September 2019. Jude Donato coordinator.

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

- Surprise health inspection conducted 12 August. (2) discrepancies noted and taken care of.

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

- Summer Cheshire Chat released.

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

- National Night Out was 6 August. A Ring Video Doorbell was given away as a free raffle gift.

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**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 August is 621 Royal Grant.

**7. OLD BUSINESS**

**7.a. Pool / Playground Drainage.** Hydracrete to complete the work during the week of 9 September 2019.

**7.b. Insurance.** Received an insurance quote from Morgan Marrow for an annual insurance premium of \$8124.00. Current Nationwide Insurance policy is \$10483.00 annually. The Board motioned to accept Morgan Marrow's Insurance Policy proposal (Management to work out turnover details). **MSC**

**7.c. NABR.** CBM currently working on updates.

**7.d. HRUBS Invoice.** Management spoke with HRUBS on 8/20/19. HRUBS has waived some of the fees associated with the \$4336.83 irrigation water bill. Management awaiting a detailed breakdown from HRUBS indicating those fees waived.

**8. NEW BUSINESS**

**8.a. CD.** RRCD 3664 due to expire 8/30/19. The Board motioned to transfer the RRCD 3664 to Sonabank at a rate of 2.3% for 13 months. **MSC**

**8.b. Annual Meeting.** Meeting scheduled for 19 November 2019. There will be 5 Board positions open.

**MEETING ADJOURNED** – **8:29 p.m.** *Next Meeting on September 17, 2019.*



DAVE LIDDELL  
CFHOA Secretary



LONNIE HARRELSON  
CFHOA President