

**CHESHIRE FOREST HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS**

**MEETING MINUTES
Regular Board Meeting
21 December 2021**

MEETING CALLED TO ORDER: Quorum established; meeting called to order at **6:09 p.m.**

Board Members present: Mitch Gold (Vice President), Jamie Groves (Secretary), Jane McKlveen (Director), Rebecca Monnikendam (Director).

Board members absent: Erin Karol (President), Cliff Krebs (Treasurer) and Casie Nash (Director).

Management representative present: John Kohlman

1. Agenda Review and Adoption

- Motion made to approve the 21 December 2021 Agenda. MSC

2. Minutes (Review and Approval)

- Motion made to approve the 19 October 2021 Board Meeting minutes MSC
- Motion made to approve the 16 November 2021 Organizational Board Meeting minutes MSC

EXECUTIVE SESSION

Motion made to enter Executive Session to discuss the following:

- (a) Agenda Review & Adoption
- (b) Approval of Executive Minutes (October 2021)
- (c) Due Process Cases
- (d) Manager Report
- (e) Proposal (American Mechanical proposal)
- (f) Owner Correspondence (Request from owner for Basketball Goal Waiver)
- (g) Violation Logs
- (h) Delinquency Report (as of 12/14/2021) MSC

3. Executive Session 6:17 p.m. – 7:05 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 made to approve the 21 December 2021 Executive Agenda. MSC
- 3.(b)(1) Motion made to approve the Executive Minutes from the 19 October 2021 Board Meeting. MSC

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- 3.(e)(1) American Mechanical Proposal. The preventive maintenance that was offered by American Mechanical was discussed by the Board. The Board has decided that the maintenance is not necessary at this time and will be addressed in the future as required.
- 3.(f)(1) Request from owner for Basketball Goal Waiver.

The Board motioned to deny the variance request for a basketball hoop and to send the owner a certified letter giving the homeowner until 28 Feb 2022 to remove the basketball goal and move to a position that is in accordance with the published ACC guidelines. MSC

4. Homeowner's Forum – (0) Homeowners present

5. Reports

5.a. Financial Report – (Treasurer: Cliff Krebs) **Not In attendance**

- There are concerns over how the Youth Triathlon finances are documented. The Property Manager will follow up with Cliff Krebs to ensure finances are accurately documented.

5.b. Manager's Report – (Manager: John Kohlman) **In attendance**

- Board reviewed the Manager's Report.

6. Committee News/Issues

6.a. Architectural Committee: (Chairperson: Mitch Gold) **In attendance.**

- 34 applications were processed in 2021 with one decline.

6.b. Social Committee: (Chairperson: Christopher Bowers) **In attendance**

- There is a desire for more volunteer help for social events.
- The next scheduled social event is New Year's Eve at the clubhouse.
- Considering standard/periodic social events in the future, for example monthly karaoke night.
- 2022 social schedule will be discussed at the January 2022 meeting.

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

- Turnover is complete for the Pool Committee. Jim and Mary Burres have been replaced by Chris and Rebecca Monnikendam and Joseph and Courtney VonTersch. The Property Manager will send the new Pool Committee a copy of the pool contract and the pool rules will be provided to the committee by Jamie Groves

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

- Reminder that entries for the Cheshire Chat need to be submitted the first week of January.

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6.e. Neighborhood Watch / Security Committee: (Chairperson: Cheryl Griner) **Not In attendance**

- The Committee has asked that the lights in front of the clubhouse be replaced with lamps that will provide more light. The Property Manager has begun coordination to move forward with this action.
- Committee has asked to have the tree near the playground at the clubhouse to be trimmed as it blocks light. The Property Manager will begin coordination to move forward with this action.
- The best option of installing security cameras is still being discussed. Security cameras update expected after the first of the year.

6.f. Communications Committee: (Chairperson: Jane McKlveen) **In attendance**

- The Committee updated the neighborhood website with new directives information. Also, the new board members were updated on the website and social media and an update was posted on social media.
- Discussion on neighborhood sign replacement will commence after the first of the year.
- The Committee Charter continues to be updated and Board discussion will be added to the agenda at a later date.

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

- Nothing Significant to Report.

6.h. Yard of the Month Committee: (Chairperson: Imelda Barrera) **Not in attendance**

- Imelda Barrera was provided the new Board President's contact info where information on Yard of the Month will be provided.

7. OLD BUSINESS

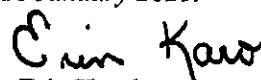
7.a. Pickle Ball Courts. Resident input for adding Pickle Ball Courts to both Tennis Courts was obtained via social media by the Communications Committee. The response from residents was positive and the Property Manager will gather proposals to have the courts painted.

8. NEW BUSINESS

8.a. American Mechanical Estimate (Spark Ignitor & Flame Sensor Replacement). American Mechanical recommended preventive maintenance of replacing the Spark Ignitor and Flame Sensor on the heating units at the clubhouse. The Board discussed the recommendation and decided that the maintenance is not necessary at this time and will be addressed in the future as required.

MEETING ADJOURNED – 8:14 p.m. *Next Meeting is scheduled for 18 January 2021.*


Jamerson Groves
CFHOA Secretary


Erin Karol
CFHOA President