

**CHESHIRE FOREST HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS**

MEETING MINUTES
Regular Board Meeting
18 January 2022

MEETING CALLED TO ORDER: Quorum established; meeting called to order at 6:03 p.m.

Board Members present: Erin Karol (President), Mitch Gold (Vice President), Jamie Groves (Secretary), Jane McKlveen (Director) and Casie Nash (Director).

Board members absent: Rebecca Monnikendam (Director), Cliff Krebs (Treasurer)

Management representative present: John Kohlman

EXECUTIVE SESSION

A motion was made to enter Executive Session at 6:15 p.m. to discuss the following:

- (a) Due Process Cases (2022-1)
- (b) Manager Report
- (c) Owner Correspondence
 - 1) Email about Pickle Ball lines
- (d) Violation Logs
- (e) Delinquency Report (as of 12/31/2021)

MSC

OPEN SESSION

- (a) **Due Process 2022-1:** A motion was made to send the owner a certified letter giving the homeowner 15 days from the date of the letter to remove the boat from the driveway in accordance with the governing documents or be assessed \$10 per day, for a maximum of 90 days, or until the action is completed. **MSC**
- (b) **Manager's Report:** The Board reviewed the Manager's Report.
- (c) **Owner Correspondence:** The Board discussed owner correspondence about Pickle Ball Courts. The Board President will respond to the homeowner.
- (d) **Violation Logs:** The Board reviewed the Violation Logs.
- (e) **Delinquency Report:** The Board reviewed the Delinquency Report.

MINUTES REVIEW AND APPROVAL

A motion was made to approve the 21 December 2021 Board Meeting minutes. **MSC**

AGENDA REVIEW AND ADOPTION

A motion was made to approve the 18 January 2022 Agenda with the following additions:

- Playground area drainage
- Newell pond edge grass cutting
- Adding an action item review at the conclusion of the monthly Board Meeting

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- Virtual meeting resolution
- Establishment of a Nominations Committee

MSC

HOMEOWNERS FORUM

(1) Homeowner present. No homeowner discussion.

COMMITTEE UPDATE

Architectural Committee: (Chairperson: Mitch Gold) In attendance.

- Nothing Significant to Report.

Social Committee: (Chairperson: Christopher Bowers) In attendance

- 2022 social events schedule was provided to the Property Manager and Board members.
- The Chairperson discussed that there may be a future request for additional funds in support of social events.
- The Chairperson discussed the potential of having small pop-up social events throughout the year based on clubhouse availability. Chairperson will work with the Property Manager for coordination of these unscheduled events.
- Chairperson requested the clubhouse Wi-Fi password which will be provided by Jane McKlveen.
- Chairperson request that Committees updates be completed before the Manager's report at future meetings. The change will be implemented at future Board meetings.

Pool Committee: (Chairpersons: Chris and Rebecca Monnikendam / Joshua and Courtney VonTersch) Not in attendance

- Secretary sent a copy of the 2021 pool rules to the pool committee for updating.
- Secretary will send a follow-up email requesting the rules be available for review before the next Board meeting in February.
- The pool rules will be included in the Spring Cheshire Chat.

Newsletter Committee: (Chairperson: Ann Dumenigo) Not in attendance

- The final draft of the Cheshire Chat is nearing completion. Mitch Gold will provide to the Communications Committee for electronic distribution upon completion.

Neighborhood Watch / Security Committee: (Chairperson: Cheryl Griner) In attendance

- Meetings have been ongoing to discuss options for installing security cameras and updating lighting. The Neighborhood Watch / Security Committee will forward all updates to the Board for review.

Communications Committee: (Chairperson: Jane McKlveen) In attendance

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- Meeting scheduled for next week to discuss signage, charter and CMS comparison.

Swim Team: (Chairperson: Tracy Tucker) Not in attendance

- The Board President will meet with the Swim Team Chairperson on 19 January 2022 to compile swim team information. The information will be distributed to Board members.

Yard of the Month Committee: (Chairperson: Imelda Barrera) Not in attendance

- Nothing significant to report.

REPORTS

Financial Report: The Property Manager gave an overview of the current financials.

Manager's Report: The Board reviewed the Manager's Report.

OLD BUSINESS

Playground drainage: The contractor continues to work on the area in between the playground and the tennis courts. Although there has been some improvement to the area, the area still needs work. The contractor will return when the area dries to continue to work towards correcting the drainage problem. The Board will reassess the status of the work in March 2022 and determine the way ahead.

Newell pond grass cutting: There are concerns about the grass around the edge of the pond being cut too low. This issue has been discussed with Newell on multiple occasions. Most recently, Cliff Krebs had a conversation with Newell and John will follow up with Cliff to determine what that discussion entailed.

NEW BUSINESS

April Meeting date: UPA has requested to move the April 2022 monthly meeting to 26 April 2022 due to the Property Manager being out of the country. No board members object to the date change and the April meeting will be completed on 26 April 2022. The change will be communicated via social meeting, in the meeting minutes, on the website and Jamie Groves will put a sign at the entrance of the neighborhood on or before 19 April 2022.

Virtual Meeting Resolution: The Board discussed the law that was enacted July 2021 that permits the use of Electronic Means for Meeting and Voting (HB1816/SB1183) when there are established guidelines.

Establishing a Nominations Committee: Governing documents require that the association has a Nominating Committee. Casie Nash has volunteered to be the Chairperson. Casie will seek two additional volunteers among homeowners.

Adding action items review at the conclusion of monthly Board Meetings: At future Board meetings, action items will be discussed at the end of the meeting.

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ACTION ITEM REVIEW

Action items review was not conducted. Will be conducted at future meetings.

MEETING ADJOURNED -- 9:23 p.m. *Next Meeting is scheduled for 15 February 2022.*



Jamie Groves
CFHOA Secretary



Erin Karol
CFHOA President