

Fairways HOA
Board of Directors Meeting Minutes DRAFT
November 6, 2017

A regular meeting of the Fairways Home Owners' Association was held in the HOA Conference Room on November 6, 2017 at 10:00 a.m. Board members present were Jim Ingersoll, Tom Braunscheidel, Ed Coleman, Dave McDonald and Nancy Gruezke. A quorum was established. Dave McDonald led the Pledge of Allegiance. The minutes from the meeting on April 24, 2017 were approved as written following a motion by Dave McDonald, seconded by Ed Coleman.

Jim Ingersoll gave a president's report. Jim reminded everyone that the January meeting requires a 20% quorum of residents, either in person or by proxy. Jim thanked Larry Orr for his service and Tom for taking the treasurer's position. Dave has agreed to stay on the Board until a replacement for him can be found. People are needed for the Board and its committees. This was an important year for the FHOA because we painted houses, cleaned roofs and soffits, and changed landscaping companies. Everyone was reminded that if they have issues with Pinnacle, they are to contact them first and if there is no resolution, they should contact someone on the Board.

Tom gave the treasurer's report. The September 30, 2017 financials reflect the end of the fiscal year. The key point is that we are in good shape financially. Financials are available on the FHOA part of the Herons Glen website.

Dave requested that the new budget approval be reflected in the minutes. It was approved unanimously by email and now has been finalized with signatures from all Board members.

Under new business, Tom gave a brief report on the grounds committee. Someone is needed on this committee to be liaison between the committee and Pinnacle. The contract with Pinnacle is for two years and will auto-renew in March, 2019 with a 3% increase unless we decide to non-renew. Mulch is here as of today and should be done by next week. Forty bags are allocated per home although some require more and some less. The price was the same this year. Dave asked that Tom talk to Toby of Pinnacle to make sure that large areas between homes do not get mulched, just beds. There were some resident concerns about mulch and Tom will address those with Toby.

Ed Coleman gave a report from the building committee. Soffits and roofs have been cleaned. Jim asked if soffits needed to be cleaned every year. Ed suggested that maybe this could wait until the next fiscal year of 2018-2019. Jim made a motion, motion 2017-06, seconded by Dave McDonald, which was approved unanimously, to postpone soffit cleaning until early in the 2018-2019 fiscal year.

Tom discussed the new budget. There are three main parts: operating, maintenance, and reserves. There was discussion about whether to move soffit cleaning from maintenance to reserves and possibly projecting painting costs over a longer period than seven years since our paint is warranted for ten years. Ed Coleman wanted someone to read the actual warrantee. Historically, quarterly assessments

have been as high as \$292 and as low as \$260. We currently charge \$280 per quarter due to increases in landscaping and accounting charges.

The next meeting is scheduled for January 22, 2018 at 2:00 p.m. in the HOA Conference Room.

Following a motion by Ed Coleman, seconded by Dave McDonald, the meeting was adjourned at 11:26 a.m.

Respectfully submitted,
Nancy Gruezke, secretary