

**The Fairways at Fieldcreek Ranch
Board of Directors Meeting
January 18, 2017**

Board Present

Jack Angaran – President
Tom Duncan – Vice President
Laura Miceli - Treasurer
Gretchen Swope - Secretary

Management

Terri Kenyon - Supervisory Community Manager
Bob Kenyon – Community Manager
Sierra Boothby - Assistant

Membership

List on File

1. Call to Order/Roll Call

President, Jack Angaran called the meeting to order at 6:05 pm. With all the Board Members present a quorum was established.

2. Members Open Forum - Agenda Items

No Members wished to speak at this time.

3. Presidents Report

Jack Angaran reported on the election, recall and the new management contract. He stated that he is very pleased with the work Kenyon and Associates is doing and how responsive Bob Kenyon and his team have been.

4. Approval of Previous Meeting Minutes

A. **July 11, 2016** – The minutes were already approved by the previous Board. Jack Angaran stated that the new Board of Directors would like a notation added that the new Board does not agree with the accuracy or content in the July 11, 2016 minutes. The minutes will now include three attachments: Jack Angaran's email comments, Larry Bandt's objections letter, and Kathy Angaran's comments regarding ARC procedures, all of which were presented at the July 11, 2017 Board Meeting.

B. **September 14, 2016** – The Board made a notation that they will not sign these minutes as they were provided and approved by the prior Board. *Tom Duncan made a motion to accept the notations added to the July 11, 2016 and September 14, 2016 Board Meeting Minutes. Gretchen Swope seconded the motion, the motion carried with all in favor.*

C. **November 16, 2016** – Jack Angaran stated that these minutes have been approved at the 11/16/16 board meeting.

D. **November 29, 2016** – After making an amendment to the January 18, 2017 agenda the November 29, 2016 minutes were approved by motion of Tom Duncan, second of Laura Miceli and passed by all.

5. Financial Reports

A. Review of Financial Reports

The Board of Directors reviewed the financial reports for November 2016. *Gretchen Swope made a motion to approve the financial reports as presented. Tom Duncan seconded the motion, the motion carried with all in favor.*

B. Bank Statements

The Board of Directors reviewed the November 2016 Bank Statements. *Gretchen Swope made a motion to approve the bank statements as presented. Laura Miceli seconded the motion, the motion carried with all in favor.*

6. Unfinished Business

A. Approve New Management Contract Ratification – Jack reported that the board negotiated with two Management Companies, First Service Residential and Kenyon and Associates and preferred Kenyon. He feels Bob Kenyon is a good fit for their community and Kenyon's contract best provided services to the community. *Gretchen Swope moved to ratify the new management contract. Tom Duncan seconded the motion, the motion carried with all in favor.*

B. Approval of 2017 maintenance contract for Detention Pond – In the fall of 2016 the prior Board of Directors had the detention pond cleaned. There is now a monthly maintenance/ service contract proposed with Green Things for \$1,175.50 annually. This contract states Green Things will clean and maintain in good order the detention pond on a monthly basis. *Laura Miceli made a motion to approve the service contract agreement with Green Things. Gretchen Swope seconded the motion, the motion carried all in favor. Tom Duncan abstained from voting to avoid any appearance of conflict due to his personal relationship with the owner of Green Things.*

7. New Business

A. Snow Removal Emergency Expense Ratification

Bob Kenyon reported that for the month of December there was no snow removal contract in place. A decision was made by the Board of Directors to have an emergency snow removal service prepared to plow the streets in case of a snow storm. J.P. & Sons Lawn Maintenance was hired for emergency snow removal until the Board could review three bids at the 1/18/17 Board Meeting.

Bob Kenyon presented three bids for snow removal. J.P. & Sons Lawn Maintenance is \$150.00 per hour for a snow plow and a man running the snow plow. M&M Lawns is \$80.00 per hour for a snow plow and a man running the snow plow. Mayan Lawns is \$85.00 per hour for a snow plow and a man running the snow plow. After some discussion, it was decided that J.P. & Son did a good job during the first storms in the area. Bob Kenyon stated that The Fairways at Fieldcreek Ranch is second on J.P. & Sons list, which makes The Fairways at Fieldcreek Ranch a priority. Tom Duncan stated that he would prefer to pay more and be a priority to the snow removal company. *Tom made a motion to accept J.P. & Sons bid for \$150.00 per hour. Gretchen Swope seconded the motion, the motion carried with all in favor.*

B. Discuss and Make Further Committee Appointments

This item was postponed until the next Board Meeting.

C. Discuss and Set Budget for Gate/Landscaping Committee

The Landscape Committee would like to enhance the gate and entrance with year-round lights and seasonal colorful vegetation to beautify the entrance to the community. The tentative budget set for the Landscape Committee is \$1200.00. *Jack Angaran made a motion to give the Landscape Committee a \$1200.00 budget until the next meeting where a higher number would be considered. Tom Duncan seconded the motion, the motion carried with all in favor.*

D. Discuss and Set Budget and Finance Committee

This item has been postponed until the next Board Meeting.

E. Digital Check Signing Capabilities

Bob Kenyon gave an explanation to the Board regarding digital check signing. The cost is \$225.00 for ten signatures; the Board would be able to approve invoices and checks via email. After some discussion, the Board decided to sign checks by hand just so that they know everything is in order and matching. They will revisit this item in the future.

8. Management Report

A. Executive Session Report – Jack Angaran stated that during the last executive session two homeowners were discussed.

9. Correspondence

There was no correspondence to discuss at this time.

10. Items to be on Next Agenda

The 2016 Tax Return and 2016 Financial Audit should be on the next agenda.

11. Membership Open Forum

1205 Springer Court- Mike Vonada expressed that Kenyon and Associates are "phenomenal". He said that Bob Kenyon is great.

13005 Silver Wolf Road - Karin Klove had some questions about the quarterly payments. Bob Kenyon informed Karin that he is still waiting for Terra West to send over ledgers and financials. There will be no late fee assessments until everything is in order.

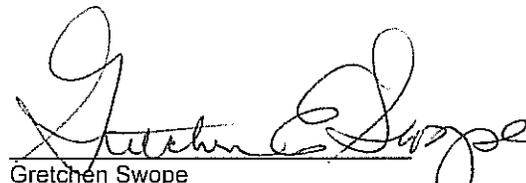
12. Adjournment

There being no further business to discuss at this time, *Jack Angaran made a motion to adjourn the meeting at 7:04pm. Gretchen Swope seconded the motion, the motion carried with all in favor.*

Respectfully Submitted,



Sierra Boothby
Recording Secretary



Gretchen Swope
Board Secretary