



**The Fairways at Fieldcreek Ranch
Board of Directors Meeting
April 26, 2017**

Board Present

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

Management

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

President Jack Angaran reported on the difficulties that were experienced with Mutual of Omaha, the bank, which had our accounts under Terrawest. Over a period of three months, Kenyon and Associates exhausted its efforts to obtain the cooperation of Mutual of the Omaha to reestablish the accounts for the Fairways. Approaching April, Mutual of Omaha had still not accepted the accounts, or begun preparation of coupon books, although the Board had executed everything on its part. Because April assessments were coming due, Kenyon recommended the Board switch the bank accounts to Seacoast Bank, a banking service which specializes in Associations such as ours. Within three days due to the prompt attention of Seacoast, the transfer of banks was completed. Bob Kenyon is following up to assist the few homeowners who may have been confused by the changeover.

President Jack Angaran reported on the success of the Board in encouraging homeowners to sign "opt in" forms in order to receive notices from the Association by email. As of April 26, 2017, 49 out of 65 homeowners had signed "opt in" forms. This gives them real time notice and communications from the Association and its Board. It also saves money and time compare to preparation and mailing of all the notices. For the small group of homeowners who prefer it, they will still be able to receive all Association notices and correspondence via US Mail.

The Board was also successful in obtaining the "consent" of more than a majority of the homeowners (39 consents) to allow the Board to select the fifth board member to fill the remaining term of former board member Jim Beach, who was removed by secret ballot of a majority of the homeowners. A list of those homeowner consents is attached to these minutes.

President Angaran stated that the Board will be appointing a new Board Member later in the meeting and anyone interested in serving on the Board will be considered.

President Angaran informed all in attendance that the drainage easement that runs through the community held well through the winter storms and rain, but should be cleared of overgrown branches and

vegetation. It is believed that it has not been cleared in many years. The board will address the easement later in the meeting.

4. Approval of Previous Meeting Minutes

Laura Miceli made a motion to approve the January 18, 2017 Business Meeting Minutes as written. Gretchen Swope seconded the motion, the motion carried with all in favor.

5. Financial Reports

A. Review of Financial Reports

The Board of Directors reviewed the financial reports for December 2016 through February 2017. *Gretchen Swope made a motion to approve the financial reports as presented. Laura Miceli seconded the motion, the motion carried with all in favor.*

B. Bank Statements

The Board of Directors reviewed the December 2016 through February 2017 Bank Statements.

6. Unfinished Business

A. Discuss and Set Budget and Finance Committee –

In the past the Association has not had a Budget and Finance Committee as the Board will use homeowner volunteer advisors, instead. The Board of Directors would like one or two people who have a firm understanding of finances to serve as advisors to review the monthly financial reports, bank statements, reserve study and audits, and advise the Board when needed. The Board of Directors will not appoint a finance committee, but will rather allow the officers to appoint one or two financial volunteer advisors from the membership.

C. Selection of Fifth Board Member –

President Jack Angaran asked for members who would be interested in appointment as the fifth board member. Jim Pinger and Bob Devin stated they would like to be considered for the fifth Board Member position. Tom Duncan thanked them for their interest and told them that the goal is to uniformly enforce the CC&R's and rules and regulations. Jim Pinger stated that he has lived in the community for thirteen years and now that he is retired he will have time to dedicate to being on the Board. He stated that he served on an HOA committee for seven years. Jack Angaran asked Jim Pinger if he would join the common goals of fairly enforcing the CC&R's and maintaining the high standards and beauty of the community. Jim Pinger stated that he does have the same goals as the rest of the Board of Directors.

Bob Devin stated that he has served on the Board at The Fairways before and is interested in upholding the CC&R's without favoritism. He understands the workings of the Board and the requirements of the CC & R's.

President Angaran asked the candidates to leave the room while the Board discusses the candidates and took a vote.

After some discussion, three Board Member votes went to Bob Devin because he has prior experience serving on the Board at the Fairways. Jack Angaran voted for Jim Pinger, who was also an excellent candidate. With a three to one vote, Bob Devin is appointed to the Board until the election in October.

D. Review Gate/Landscaping committee budget –

Last year the Gate/Landscape committee was given a budget of \$1,200.00 to use to upgrade the landscape. Jeff Houston recently repaired the outgoing message board that the week prior to the meeting. The message board is old and the problem with getting a new message board is that it will not fit where the current message board is. Jeff Houston does not feel that it is necessary to replace the message board until the current board is no longer working. After some discussion amongst the Board and the homeowners, Jack Angaran thanked Jeff Houston for fixing the Board and told Jeff

that he should keep eyes open for a new message board to replace the current message board when it ceases to function properly.

The Board discussed the gate and the lighting around the gate. Tom Swope stated that if a foot light was installed and pointed at the gate, the Fairways "lettering" would be much more visible. Tom Swope said that he will get with Jeff Houston to improve the gate lighting in the next few weeks. Gino Bullentini asked about the screen display on the gate control box. Gino said that there is no display. It is completely unreadable. Jeff Houston said he will check the display and see if it needs to be repaired.

The next topic was the lights in the trees by the gate and the foliage around the gate. Connie Duncan stated that she has spoken with Brian from Greenthings and they are looking at options for colorful, seasonal foliage to plant around the gate. The foliage has to be low to the ground and bunny proof. She is looking into more cabbages that seem to last in the fall. She also pointed out bushes and ivy to Brian that need attention.

Connie walked with Jeff Houston to look at the lighting options. For the holidays, lights were wrapped around the crabapple trees on either side of the gate. Connie would like to do it every year and keep the lights up until daylight savings to add more light to the entrance during the darker months. Connie will obtain more permanent outdoor lights within the landscaping committee's budget. Connie is also looking at the lighting options for the greenbelt at the entrance on either side of Silver Wolf Road. Depending on the electrical capability of the gate transformer, they would like to wrap lights on the greenbelt trees.

Connie will have a proposal for the lighting by the next meeting. There should be symmetrical wrapping of the lights.

7. New Business

A. 2016 Tax Return and Audit Review –

Bob Kenyon stated that the Audit is not finished but the tax return has been provided to the Board for review. *Gretchen Swope made a motion to accept the 2016 Tax Return. Tom Duncan seconded the motion, the motion carried with all in favor.*

B. Ratify Dumpster Rental for Spring Clean Up –

Laura Miceli made a motion to ratify the decision to rent two twenty yard dumpsters from Waste Management for spring cleanup. Jack Angaran seconded the motion, the motion carried with all in favor. Kathy Braband asked if there will be a street sweeper coming to clean the streets after the Spring Cleanup. *Gretchen Swope made a motion to have a street sweeper come by after the Spring Cleanup. Laura Miceli seconded the motion, the motion carried with all in favor.*

C. Ratify Selection of New Bank for Fairways Business –

Jack Angaran made a motion to ratify the decision to switch banks from Mutual of Omaha to Seacoast Bank, for the reasons stated earlier. Gretchen Swope seconded the motion, the motion carried with all in favor.

E. Open Bids and Select Drainage Easement Maintenance Contract –

Bob Kenyon stated that he obtained bids for the cleaning of overgrowth and maintenance of the drainage easement from Greenthings and JP & Sons. M&M Lawns did not turn in a bid in time. Jack Angaran opened the bid from Greenthings. The bid to clear out any debris and remove overgrowth (but not the roots of plants) and any rental needed to complete the job was \$3,000.00. The bid from JP & Sons was \$7,000.00. *Jack Angaran made a motion to accept the bid from Greenthings for \$3,000.00 to service the drainage easement. Laura Miceli 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 by Greenthings. 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.*

8. Management Report

Bob Kenyon reported that they were having issues with Mutual of Omaha. Bob said that Management knows that everyone pays their assessments in a timely manner and there may have been some confusion regarding automatic debit of assessments. In late December, the Board had give notice to all homeowners to send the assessment payments directly to Kenyon and Associates, but some homeowners did not remove Terrawest from their automatic Bank payment. Bob gave anyone, who was shown as not paid, a courtesy call to explain why the automatic debit did not transfer. Bob asked that anyone, who sent their assessment payment to Terra West, please send him a copy of the check and he will make sure they get reimbursed by Terra West and their assessment payment properly recognized.

9. Correspondence

There was no correspondence to discuss at this time.

10. Items to be on Next Agenda

The Board of Directors would like Lighting Bids for the Greenbelt put on the next agenda.

11. Membership Open Forum

12790 Silver Wolf Road – Alberto Bullentini asked about the retention pond being cleaned or drained. Jack Angaran told Alberto that the drain is always clear and there will always be silt in the pond. Greenthings keeps the drain clear.

13000 Silver Wolf Road – Russell Squelch informed everyone in attendance that they may be being overcharged by Waste Management, depending on the size of can they have. Waste Management bills for the biggest can even if homeowners opt for a small can. Also, seniors get a discount on garbage removal services. Russ also brought up the amount of their assessments and what is included in that amount. The assessments go toward the road and the gate. Russell would like a specialist to tell the community how long the road could last and how much it will be to replace it. Russell would like to pay less in assessments.

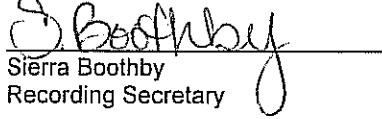
Kathy Braband told the room that while she was serving on the Board they worked hard to make sure that they were putting away the proper amount to keep the Association funded. Bob Kenyon also stated that the amount of the assessments was based on the number of homes. Fairways is a smaller community so each homeowner pays a little bit more than if it was a 400-unit community.

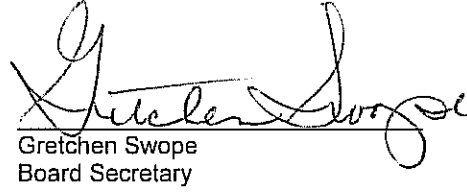
Russell would like to see a similar quality (as that laid in the fall) seal on the asphalt to extend the life of the asphalt. Bob Kenyon's suggestion was to hire an Asphalt Engineer to advise on the condition of the current road and what the cost and useful life will be. Every asphalt company will tell the Board something different so it is best to get an engineer. *Jack Angaran made a motion to get bids from asphalt engineers to reexamine the expected life of the road, and the cost of maintaining it . Tom Duncan seconded the motion, the motion carried all in favor.*

12. **Adjournment**

There being no further business to discuss at this time, *Jack Angaran made a motion to adjourn the meeting at 7:28pm. Gretchen Swope seconded the motion, the motion carried with all in favor.*

Respectfully Submitted,


Sierra Boothby
Recording Secretary


Gretchen Swope
Board Secretary