

**Florence Overlook Homeowners' Association (FOHOA)**  
**Board of Directors Meeting 2025/2**  
**March 24, 2025 @ 7:00 PM**  
**Connor Residence, 3404 Rebecca Jane Way**

**In Attendance:** Board members David Connor (President), Monica Medel (Vice President), and Aaron Willey (Secretary/Treasurer). Also in attendance Susanna Kavanaugh (ARB Chair), Donna Connor (ARB member), Ann Sturner (ARB member), and Johan van Zyl (community member).

- I. Call to Order (7:00 PM):** The Board meeting was called to order at 7:04PM.
- II. Approval of the Agenda:** The meeting agenda was approved by the Board.
- III. Approval of the Minutes:** The Secretary submitted meeting minutes for the January 28, 2025 Board meeting and the Board approved them.
- IV. Treasurer's Report:**
  - a. Outstanding Dues:** The Treasurer reported that there were still several homes showing as overdue on their dues according to the latest report from Sentry. One of these involves an unusual partial payment from the Elder residence, despite that account being set to autopay, so there may be a problem with Sentry's autopay system. The Treasurer will follow up directly with all outstanding accounts to ensure timely payment of dues.
  - b. CD Renewal:** The Board has no objections to reinvesting the reserve fund balance in a higher yielding CD instead of the money market account that it currently defaults to using. The Treasurer will contact Sentry to figure out how to open a new CD.
  - c. State Farm Insurance Policy Update:** The Treasurer reported that the current State Farm policy documents covering 2024-2025 should now be accessible on the Sentry management site. The President will confirm that the correct documents are there and provide them to be added to the website.
  - d. Corporate Transparency Act Update:** The reporting requirements for the CTA have been cancelled and no further action is necessary at this time.
  - e. Sentry Accounting Issues:** The Treasurer reported on a \$70 transfer/account closure fee being charged by Sentry despite no account changes being requested by the Board. The Treasurer will contact Sentry to understand why this fee was charged and whether it can be waived.
- V. Old Business:**
  - a. Architectural Review Board (ARB) Update:** Regarding the recent concern with the large skeleton that was present in front of a residence for several months, the President will follow up with Sentry for guidance on how to approach the situation. The Board reiterated the importance of ARB communication being shared with the Board and suggested that any major ARB decisions should be presented to the Board before being finalized. In general, the Board expressed a preference for keeping the ARB guidelines more general and based on "reasonable" expectations versus mandating specifics.
  - b. FOHOA Website Update:** Daniel Elder will continue maintain the FOHOA website. The Board would like to add the FOHOA founding legal documents to the website so that they are easily accessible to the community.
  - c. Ongoing Initiatives:**

- i. **Tree Removal Matter Pending in Common Area A – Dead Tree in Rear of 6134 Stegen Drive:** The Board has sought two bids for this tree removal - \$600 quoted by 23 Tree and \$1000 by Lopez Landscaping. The Board voted to select 23 Tree for removing the tree.
- ii. **Re-Survey and Marking of Common Area A:** The stakes from an older survey are still missing and unlikely to be located. The President will seek informational quotes for performing a new survey, but the Board has not decided to commit to having one done.
- iii. **Florence Lane Traffic Calming Effort:** The traffic calming project is currently stalled and there have been no further updates.
- iv. **Board of Directors Handbook:** The handbook needs to be reviewed and updated; each Board member agreed to review it and offer any necessary corrections.

d. **Parking Lot Items:**

- i. **Welcoming Committee:** Due to the lack of recent and upcoming community changes, Board has decided to remove this item from the agenda for now.
- ii. **Signs at Entrance to Community:** The community entrance signs have been deemed unnecessary and the Board will not be pursuing them further.

e. **Other Old Business:** None.

**VI. New Business:**

- a. **Appointment of ARB Members:** The Board voted to nominate Ann Sturner as the new ARB Chair. Susanna Kavanaugh and Donna Connor will remain as ARB members.
- b. **CY2025 Community Events – Tentative Dates:** The Board is planning on hosting the Spring Picnic on June 14 and the Fall Picnic on September 20, but the Vice President will be sending out a survey to the community to determine whether these dates should be adjusted. The Holiday Party is being planned for December 6 and still needs a volunteer to host the party.
- c. **CY2025 Future Meeting Dates:** The next Board meeting is currently scheduled for June 16. The mandatory Annual Meeting (doubling as the fourth Board meeting of 2025) is planned for October 25.

**VII. Open Forum:** None.

**VIII. Adjournment (8:00 PM):** The board meeting was adjourned at 8:16PM.

Respectfully submitted, Aaron Willey, FOHOA Secretary/Treasurer