

Florence Overlook Homeowners Association (FOHOA)
Minutes of Board of Directors Meeting 2018/4

June 28, 2018

7:30 PM

Klase Residence, 6130 Stegen Drive

Website: <https://sites.google.com/site/fohoasite/>

Called to Order: This BoD Meeting began at 7:30PM.

In Attendance: Jeffrey Bobich (Pres), Lee Beckham (V-Pres), and Carol Joyce (Sec-Treas), Carol Klase (ARB), and Gene and Arlette Clayton (Residents) were present.

Agenda Approval: The agenda prepared by Mr. Bobich was approved.

Minutes Approval: The Secretary summarized the minutes from the 17 May 2018 meeting and the minutes were approved as submitted.

OPEN FORUM:

- **Trespassing and Common Area B Concerns.** This has been an ongoing issue regarding the common area behind Stegen Drive homes that abut the back of the homes from Beech Tree Drive (a neighborhood not part of the FOHOA).
 - **No Trespassing Signs.** While the President placed “No Trespassing” signs throughout the common area, resident ([REDACTED]) expressed dissatisfaction with the signs. Another resident ([REDACTED]) spoke to a child in the common area who believed the signs were in their yard.
 - **Tree Cutting.** The President expressed that he will still contact *Lopez Landscape & Lawn Service* for tree cutting. The issue is one fallen tree in the common area. During the meeting, questions came up as to who will remove the downed tree and debris. Or is it necessary to do so? Gene Clayton suggested an Arborist evaluate all the trees in the common area to determine which ones should remain, and which can go. Arlette Clayton recommended to provide the Arborist who they used before. President said the he would look to do any such work in the Fall season. The Secretary still had not viewed the trees behind the Savignacs home. [Note: The next day, Gene Clayton forwarded the following arborist information: [REDACTED]]
 - **Letter to Beech Tree Residents.** The President prepared a draft letter for the Beech Tree Residents to inform them of the FOHOA-owned common area. There were still concerns as to whether this was the best course of action, but Secretary would review letter and prepare address labels.

- Other Related Discussions: (1) By-Laws and county laws as to Right of Access/Common Areas; (2) Ad Hoc structures and Make-shift forts/structures; (3) deeding the common areas to residents; and (4) survey costs (approx. \$7K).
- **Trash Receptacles and Regular Maintenance of Homes.** The President prepared a draft email for residents in reference to keeping trash receptacles out of public view and conducting regular maintenance checks on their homes (checking for moss, mold, mildew, and rotting wood, along with house trimmings). It also included a reminder that the Architectural Review Board (ARB) conducts periodic inspections to ensure homes are compliant with FOHOA rules.

OLD/CURRENT BUSINESS:

- **Planning for Fall Picnic, Sunday, September 16:** Discussions involved the planning of the upcoming Fall Picnic. The Secretary will reserve the Bouncy House from Andrews AFB at \$165.00 and will supply the tents. The President and Vice-President will handle the food and condiments. Rain date will be September 23.
- **Planning for Annual Meeting, Wine and Cheese Social, for Sunday, Oct 14.** The President offered his home as the venue.
- **Planning for Holiday Party, for Saturday, Dec 8.** It was mentioned that the Douglas's may offer offer their home for the hors d'oeuvres portion of the event. We Still need another family to volunteer their home for the desserts.
- **Meeting Schedule for Upcoming CY 2018 Board Meetings.** The Board members discussed the upcoming board meetings. There were no changes from what was discussed at the May meeting. Next BOD Meeting will be at Jeff Bobich's residence on September 20, 2018.

NEW BUSINESS

- **Treasurer's Report.**
 - **Review of Budget:** The recent financial report reflects that the budget is tracking as predicted.
 - **FOHOA Dues Update.** The Secretary explained the status of the homeowners' dues. One resident (██████████) still outstanding for 2018, and another resident (██████████) in arrears for 2017, but paid for 2018. Treasurer will contact Sentry Management regarding delinquent payments, but Board members would talk with each resident to ensure they are away of the oversight.
- **Board of Directors' 2018 Plan of Action**
 - **Update to FOHOA Directory and Plat:** The President passed that he continues to update the email roster (due to new neighbors) and review the plat to ensure all information is correct.

- **Communications to the Community:** Still working to ensure residents are aware of the Greater Wilton Woods web site and developing an overall communication plan.
- **FOHQA Site and Web Forums:** The Vice-President informed the Board that the FOHQA Google sites are accessible but was still unable to locate the Facebook page. There was also a discussion about uploading Minutes to the Meetings onto the website, but ensure redaction to protect privacy of residents.
- **ARB Update**
 - **Architectural Request:** The ARB representative informed the Board members that one resident (Doven) on Rebecca Jane Way had three trees approved for his yard. Another resident (Joyce) on Stegen Drive cul-de-sac had approval for window rapping and new front door.
 - **Architectural Concerns:** Last Board meeting, members discussed that the resident at [REDACTED] needs to have her shutters painted. ARB representative spoke with her and she agreed they needed painting. Further, there were discussions about resident at [REDACTED] regarding yard and condition of home. Secretary's discussion with resident revealed planning to make repairs (such as room, windows, trim, and stairs).
- **Executive Session:** An earlier Executive Session with the President, Vice-President, and Secretary/Treasurer was held on 14 June 2018.

Next meeting: Thursday, September 20, 2018, at Jeff Bobich's home.

Meeting adjourned at 9:00 pm.

**Respectfully submitted,
Carol K. Joyce
Secretary/Treasurer**

- Per the FOHOA By-Laws, Common Area B is an area the FOHOA homeowner's have a right to access.
- There is an easement for access between the Savignac and Clayton homes. This easement is about 10 feet wide.
- To restrict access to this area would require a vote from the residents.
- To send out an email restricting Common Area B from the FOHOA residents could violate the By-Laws. It could also draw more attention to the area than is already known by the residents.
- It is believed (but not fully confirmed) that most of those who frequent Common Area B are from an adjacent neighborhood (on Beech Tree Drive).
- Based on one report, Beech Tree Drive residents may think part of Common Area B is their property.
- FOHOA does not fully maintain this area with the exception of picking up litter and conducting tree maintenance, when necessary.
- Complaining resident does not believe "No Trespassing" signs are enough.

Recommendations:

- Prepare and send a letter to the Beech Tree Drive residents informing them that Common Area B is FOHOA property. Further, inform them that this area is not well maintained, but instead, left in its natural state (down trees, brush, etc.) and therefore they must assume risk. Lastly, they are not to build structures in the common area. [Secretary will obtain addresses of Beech Tree Residents and President will draft letter.]
- BoD does not intend to restrict access to Common Area B, but will assess the need for better signs until the area is made safer due to downed fence wires, and possible tree issue.

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Attendees: Board of Directors Members Lee Beckham, Jeff Bobich, Carol Joyce, Architectural Review Board Chairperson Carol Klase, and other interested residents of Florence Overlook.

I. Opening 7:30 PM

II. Approval of the Agenda

III. Approval of the Minutes from the 5/16/18 Board Meeting

IV. Open Forum

- a. Members of the Board and Community are invited to discuss any topics of interest

V. Treasurer's Report

VI. Old-Current Business

- a. Access to common areas
- b. Tree removal in common area
- c. Exterior maintenance issues
- d. Planning for Upcoming Social Events
 - i. Fall Festival Picnic, Sunday September 16
 - ii. Annual Meeting / Wine & Cheese Social, Sunday October 14
 - iii. Holiday Party, Saturday December 8
- e. Meeting schedule for Remaining 2018 Board Meetings

VII. New Business

- a. Board of Directors 2018 Plan of Action
 - i. FOHOA Site and Web Forums
 - ii. Update to FOHOA directory and plat
- b. Architectural Review Board Update

VIII. Adjournment

IX. Executive Session (as Needed)