

**Florence Overlook Homeowners Association (FOHOA)**  
**Minutes of Board of Directors Meeting 2022/3**  
**July 14, 2022**  
**6:00 PM**  
**Elder Residence, 6124 Stegen Drive**  
**Website: <https://sites.google.com/site/fohoasite/>**

**Called to Order:** This BoD Meeting began at 6:00PM.

**In Attendance:** Jeff Bobich (President), Daniel Elder (Vice-President), and Carol Joyce (Secretary/Treasurer).

**Agenda Approval:** The meeting agenda prepared by the President was approved by the Board.

**Minutes Approval:** The Executive Meeting Minutes from 12 May 2022 were prepared by the Secretary and approved by the Board.

**TREASURER'S REPORT**

- a. **Review of Current Fund Balances.** While all homeowners were current on their annual dues, there are two homeowners with outstanding *de minimis* balances (\$1.50 and \$1.62), and one former homeowner (Koons) still reflected on the financial statement with a "Past Due" balance of \$1.50. The Treasurer still needs to contact Sentry Management and request they pay these *de minimis* balances and have Koons removed from future statements. Further, three homeowners had credited amounts with Sentry (\$53.00, \$70.00, and \$242.28). The Board will contact these homeowners to ensure they are aware of these overages.
  
- b. **Review of 2022 Budget.** Sentry Management had not yet produced the June 2022 Financial Statement; therefore, the Treasurer could not indicate whether June picnic expenditures and reimbursements were recorded. Further, Sentry Management informed Lopez Landscaping that future service to Common Area B (cemetery site) is on hold until the BoD worked on a contract with Mr. Lopez.
  
- c. **Status of 2020 and 2021 FOHOA Tax Filings.** While this was not mentioned at the meeting, the Secretary/Treasurer prepared the 2020/2021 Federal and State taxes and filed them accordingly. The FOHOA is current with its taxes.

**OLD BUSINESS**

- a. **CY2022 Community Events.**
  - **Annual Fall Picnic.** The meeting focused primarily on the upcoming Fall Picnic scheduled for 17 September 2022. The President will purchase the food and beverages, and provide the grill; the Vice-President will send out Evite and SignUp Genius; and the Secretary will coordinate the Bounce House. The Secretary will ensure the homeowner

is contacted regarding use of their lawn for location of the bounce house. Secretary will provide all other supplies, tents, and cornhole game. More details to follow at next FOHOA meeting.

- **All other Community Events.** These events remain as planned: Annual Meeting and Wine/Cheese Social (30 Oct at President's home), and Holiday Party (10 Dec). As to the holiday party, one family volunteered for d'oeuvres. The BoD is still looking for one other family to volunteer appetizers, but will revisit this inquiry during the Fall Picnic and Annual Meeting.

**b. CY2022 Plan of Action.**

- **Walkthrough of Common Areas.** BoD members conducted a walk-through of the Common Areas on 14 May 2022. Signs are being modified and ordered by the Vice-President for Common Area A (area between Stegen Drive and Beech Tree Drive). The Secretary will contact surveyors for clarity as to where flags are in Common Area A. Contract pending discussion with Lopez Landscaping regarding Common Area B (cemetery).
- **FOHOA Directory and Plat.** Directory now includes all homeowners, with the exception of a few phone numbers. Plat is still being worked on by Secretary as she had some IT difficulties accessing the plat diagram.
- **FOHOA Website.** Vice-President working to improve FOHOA website.
- **Communications to Community.** President sent out emails to community for Spring Picnic, ARB Walk-Through Inspection, and this meeting. He will continue to keep community informed of upcoming meetings, events, and other information.
- **Insurance Coverage Review.** Secretary informed Board that insurance coverage is up to date through September 2022. She will contact Insurance Agent regarding renewal options for future coverage.
- **Reserve Study.** President still has for action.
- **BoD Handbook Update.** All Board members still reviewing this handbook.
- **Parking Lot Items.** Board discussed possibly placing Florence Overlook signs on Rebecca Jane Way, and possibly arranging a Welcoming Committee. Plan is to research types of posts and go out to neighborhood with some options.

**NEW BUSINESS**

- a. **Architectural Review Board (ARB) Report.** ARB Chair was unavailable, but the President announced that the community was informed of the upcoming Walk-Through Inspection. The President also indicated that one of the neighbors expressed concern about the process for noncompliant homes. Specifically, the portico to the house in question is leaning and may be a safety hazard.

- b. **Proposal to Renew Contract with Sentry Management.** The Board of Directors voted in favor of renewing the contract for another five years with Sentry Management as outline in last month's minutes; however, Sentry Management has not forwarded a draft of the new contract for the BoD's review at the time of this meeting.
  
- c. **Proposal to Transfer Funds from Truist Bank Accounts to Pacific Western Bank Account.** The Board of Directors voted in favor of transferring FOHOA's funds from the two Truist Bank Accounts to Pacific Western Bank for ease of accounting and management for the Board. Because the June Financial Statement was not yet made available by Sentry Management, there is no documentation yet to show whether this transfer has occurred.

**OPEN FORUM:** No other members of the Association were present for the meeting, so no open forum.

**Next meeting:** Thursday, September 8, 2022, at 7:00pm, at Carol's home.

**Meeting adjourned at 7:00PM.**

**Respectfully submitted,  
Carol Joyce  
FOHOA Secretary/Treasure**