

Florence Overlook Homeowners Association (FOHOA)
Minutes of Board of Directors Meeting 2022/4
September 8, 2022
7:00 PM
Joyce Residence, 6137 Stegen Drive
Website: <https://sites.google.com/site/fohoasite/>

Called to Order: This BoD Meeting began at 7:00PM.

In Attendance: Jeff Bobich (President), Daniel Elder (Vice-President), Carol Joyce (Secretary/Treasurer), Susanna Kavanaugh (ARB Chair), Ann Sturner (ARB Member), and LaMond Averett.

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

Minutes Approval: The minutes for the 14 July 2022 Board Meeting, and the minutes for the 26 August 2022 Board/Sentry Management Zoom Meeting, were prepared by the Secretary and approved by the Board.

TREASURER'S REPORT

- a. **Review of Current Fund Balances.** The current state of the association funds (from the August 2022 Financial Statement) are good. Underbudgeted for Lawn Service, but overbudgeted for Tree Trim and Removal, so funds still in the green. One homeowner still has a credited amount with Sentry (\$53.00). The Secretary will contact Sentry.
- b. **Review of 2022 Budget.** According to the August 2022 Financial Statement, all expenditures were resolved, except for the recent payment to Lopez Lawn & Landscape Service for work done in July and August 2022 and the signs for Common Area A. Further, the transfer of the two Truist Bank Accounts to Pacific Western Bank were not reflected in this Financial Statement.

OLD BUSINESS

- a. **CY2022 Community Events.**
 - **Annual Fall Picnic (17 September 2022).** The President will purchase the food and beverages, and provide the grill; the Vice-President will send out another Evite and SignUp Genius reminder; and Secretary will provide supplies, tents, and cornhole game. The Secretary also reserved the bounce house and Ms. LaMond Averett informed us that the Board could use her lawn for the bounce house, but requested a Discharge of Liability letter from the Board. The Board voted and agreed.
 - **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 hor 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**