

Florence Overlook Homeowners Association (FOHOA)
Minutes of Board of Directors Meeting 2024/4
July 29, 2024
7:00 PM
Joyce Residence, 6137 Stegen Drive
Website: FOHOA.net

Called to Order: This BoD Meeting began at 7:12PM.

In Attendance: Carol Joyce (President), Daniel Elder (Vice-President), Aaron Willey (Secretary/Treasurer), and Susanna Kavanaugh (ARB Chair) attended.

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

Minutes Approval: The Secretary did not have finalized meeting minutes from the prior Board meeting but presented an oral summary which was approved. Complete minutes will be submitted later for approval.

TREASURER'S REPORT

- a. **Status of 2024 FOHOA Budget.** Sentry is still attempting to apply an incorrect late fee to the dues for the Sutherland residence; the President will email Sentry to ensure that they properly waive it. Joseph Ash was contacted regarding payment of his dues and expressed that he was having technical difficulties with Sentry's payment portal – the portal was indicating that there was no balance on his account and therefore not allowing him to pay. The status of the CD created with the reserve fund balance is uncertain – it may be renewing in September and Sentry will need to be contacted regarding how we wish to proceed with it. Reimbursements for the Spring Picnic were distributed to the community members who purchased items for it. The President also confirmed that she will send the necessary emails to renew the FOHOA insurance policy.
- b. **Status of Tax Return (Federal and State).** The Treasurer reported some difficulty in preparing the tax returns due to confusions regarding the 2022 returns and questions about the deductibility of some expenses on the 2023 returns. Specifically, the Treasurer would like to confirm that reserve fund contributions in 2022 do not qualify as "sinking fund" contributions and that all expenses were properly categorized on the Form 1120-H. The Treasurer would prefer to have a CPA or other tax professional review the 2023 returns prior to submitting them, in order to ensure that they are completed accurately. The President agreed to contact H&R Block this week to see if they offer services for HOA tax returns.

OLD BUSINESS

- a. **Architectural Review Board (ARB) Report.**
 - i. **ARB Requests.** There have been no new requests made to the ARB since the last Board meeting.
 - ii. **Update ARB Chair with Approval of Guidelines.** No updates.

- iii. Discussion of Next Walk-About. The 2024 ARB Walk-About has not been performed yet. The Board agreed that postponing the Walk-About until the weather is cooler, tentatively in the fall, would be appropriate.

b. Ongoing Initiatives.

- i. Tree Removal Matters Pending to Common Area A. No updates.
- ii. Re-Survey and Marking of Common Area A. No updates.
- iii. Florence Lane Traffic Calming & Speeding Problems. As mentioned at the previous board meeting, one neighbor vetoed the proposed speed hump locations due to concerns about having one hump installed in front of her house. The President proposed that the Board's official response to this development is that a reevaluation of the speed hump locations is necessary, as there is additionally concern that the proposed locations would not be effective in calming traffic on Florence Lane.
- iv. FOHQA Website. The Vice-President will update the website to reflect the current Board and ARB members and add a section to list preferred contractors. The President offered to handle payment/reimbursement for the website expenses until they are formally budgeted.

c. Parking Lot Events from 2023.

- i. Welcome Committee. The Vice-President offered to participate in a Welcome Committee once it is established.
- ii. Signs at Entrance to Community. No updates.

d. Other Old Business. None.

NEW BUSINESS –

- a. **Review of Board of Directors Handbook Update (from Former President).** This is still a work-in-progress, with no updates to report.
- b. **Review of 8 June Spring Picnic.** The Spring Picnic went well in general, with approximately 30 people in attendance, though it was noted that this event attracted a smaller crowd than past picnics. Reimbursements to Carol Joyce and Daniel Elder for purchasing food and beverage for the picnic need to be processed by Sentry once the Treasurer submits them.
- c. **Discussion of Next Community Event – Fall Picnic.** The Vice-President and Treasurer expressed a preference of combining the Fall Picnic with the Homeowners' Annual Meeting in October, skipping the bounce house rental but still providing food and drinks prior to the meeting. The President prefers the option of simply cancelling the Fall Picnic, possibly after polling neighbors first to better judge attendance for a potential Fall Picnic. No definitive plan was made, though the idea of combining both on Sunday, October 20, with a rain date on October 27, was suggested. The social events budget item currently has \$710 remaining for 2024.
- d. **Date and Venue of Next Board Meeting.** The Board agreed on the date of October 27 for the next Board Meeting.

e. Other New Business. None

OPEN FORUM: None.

Next Board Meeting Date: Next Meeting will take place on October 27, 2024, at 5:00PM, at the Joyce Residence, 6137 Stegen Drive.

Meeting adjourned at 8:20PM.

Respectfully submitted, Aaron Willey, FOHQA Secretary/Treasurer