

February 1, 2024

Minutes Forest Oaks Homes Association Board of Directors

The meeting began at 5:30 at the home of Doug Weiss. Prospective board candidates, Andrea Lafayette and Scott Linz were present as well as Doug Weiss, Treasurer; Corinne Hembree, Secretary; Michelle Laytham, Social; Mary Friesen, Pool; and Jeremy Wilson, Vice President.

The powerpoint slides for the annual meeting on Saturday, February 24, 2024, were viewed and board members chose the slides they'd present.

Jeremy Wilson will pick up doughnuts and coffee from Lamar's Donuts. Michelle will place the order ahead of time.

We discussed the votes that have been submitted for the bylaws' revision. Many neighbors are not marking the ballot which counts as a 'No' vote. For neighbors who neglected to mark the ballot, if they attend in person, a ballot can be cast. Apart from that, the bylaws could be mailed out again next year for another attempt.

Corinne is obtaining bids for professional, season-long lawn care at the pool. This will be discussed at the annual meeting.

A review of previous years' minutes revealed that we need only two new board members, to replace Jaime Riddle who resigned and Kate Nelson who moved. Jeremy and Corinne finish at the annual meeting of 2025 (Jeremy will be finishing the end of his second three-year term) and Doug, Michele and Mary finish at the meeting of 2026. Mary is resigning her seat and proposes that her husband, Brian, take the remaining two years of her position, also until 2026. Michelle and Doug will have completed the end of their second three-year terms at that time.

Andrea Lafayette and Scott Linz have agreed to be considered for the two open positions and we thank them very much! The homeowners will vote to accept it at the annual meeting. Other homeowners who wish to be considered are also welcome.

The meeting adjourned at 7 PM.

Forest Oaks Homes Association Board Meeting February 29, 2024

The meeting began at 6 PM at the home of Doug Weiss. Members in attendance were Andrea Lafayette, Doug Weiss, Jeremy Wilson, Brian Friesen, and Corinne Hembree. Michelle Laytham and Scott Linz did not attend.

BJ Thomas-Wilson talked to board members about the FOHA website, the kinds of information that is currently on and what other info could be added without overwhelming the site. Members agreed that the current year's minutes and at least one prior year's minutes should be available as PDF files for homeowners to view. The directory is available only if a homeowner has set up an account for the website. If a homeowner wants to view older minutes, he or she can contact the association through our email (available on the site) and a PDF version can be sent out. BJ also suggested sending a copy of the directory along with the welcome letter to new homeowners.

Officer positions for the 2024-2025 year were discussed. Andrea Lafayette agreed to be president, Jeremy Wilson vice president, Doug Weiss treasurer, Corinne Hembree secretary, Michelle Laytham social, Brian Friesen pool liaison and Scott Linz at large. It is noted that Jeremy Wilson and Andrea Lafayette agreed to switch positions on Sunday, March 2, 2024, which will be ratified at the next board meeting.

Special assessment: Doug will send a notice probably in June, with an expectation that members will send in their \$106.00 check within two months. The second assessment of \$106.00 will go out with the annual dues notice which is sent in late December or early January. If a homeowner hasn't sent the first installation, they must remit the entire amount along with the annual dues before March 1, 2025, to avoid a late fee on the dues. There will be no penalty associated with late payment of the special assessment.

Brian reported on anticipated work schedules for the pool. Bill anticipates uncovering and epoxy coating and painting in early May. Burge, Superior, Patriot and Joe's Fencing companies have been contacted for a bid to replace the pool gate and access control. No info is yet available. For now, repairing the broken coping stones and tile is recommended, without worrying about trying to match the 35 year old tile. Replacement of tile and coping stone for the entire pool is a future project.

There was some discussion of lawn care and landscaping of common areas, but the Landscape Committee won't meet until Sunday, March 3, 2024, so a decision will be delayed until our next board meeting.

Michelle emailed suggestions for potential social activities: spring baskets for children around Easter; a party to celebrate the opening of the pool - potluck with the HOA supplying burgers; beer and Bomb Pops at the pool July 4; a fall activity - possible chili cook-off.

The next board meeting will be at Doug's on Tuesday, March 26, 2024 at 6 PM.

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March 26, 2024 Forest Oaks Homes Association Board Meeting

The meeting began at 6 PM at Doug Weiss' home. Jeremy Wilson, Doug Weiss, Corinne Hembree, Michelle Laytham, Brian Friesen and Scott Linz attended. Andrea Lafayette had a conflict and did not attend.

Dues collection: There are nine households who have not yet paid. On April 1, Doug will again mail overdue notices (\$50 late fee) and later in April, he will suspend trash pickup for any that remain outstanding.

Bylaws Revision: The revised bylaws, which were approved by a majority of the membership at the annual meeting, were notarized. The Recorder of Deeds, with Johnson County Courts, does not require that updated homes association's bylaws be registered with them any longer.

Corporate Transparency Act - Beneficial Ownership Information Recording: Doug shared this information he received from the tax attorney who filed our taxes. It is a federal law that doesn't take effect until the end of the year, so we will wait to take any action. So far, the state of Alabama has deemed it 'unconstitutional' and we hope Kansas will, as well. It requires personal information from all of the 'beneficiaries' of the HOA; homeowners, that is, and we anticipate push back.

Pool Update: Brian reported that Bill has uncovered the pool and some of the water has been pumped out. Bill has talked about the pool pump and filters, suggesting that only minor repairs could be "gotten away with" but the board agrees that the pump and filters need to be replaced with new equipment.

Brian has received only one bid on a new gate of approximately \$3300.00 which has the specs that we require. Board members agreed that he should authorize installation. He has looked into an access control key-fob system of entry which, while convenient, would be very costly, requiring full time internet access, gateway, laptop...we will go with a battery operated keypad system that requires a user code and occasionally, new batteries.

He examined the coping stones and tiles and feels that very minor repair can be done at this time. He will see if Bill can re-stencil the faded pool depth markings when he completes the blasting and surface repainting.

Jeremy reported that he installed two new digital timers for the pool and patio lights. He removed the timer box for the currently-defunct irrigation system and repaired the wall. (The irrigation system can be potentially rehabbed in the future.)

Jeremy also spread fertilizer and seed on the pool grounds.

Some of the iron pool furniture is in poor and potentially dangerous condition. These items will be put out for the large-item pickup this Thursday and succeeding days, if needed.

Landscaping proposal: Jeremy provided preliminary information on bids received and work that was completed on the 109th Terrace cul-de-sac. More information with greater clarity will be forthcoming. Directors agreed that decisions can be made via phone conversation, text and email among themselves.

Social: Michelle presented some ideas for future activities; Burgers at the pool around Memorial Day, Beer and Bomb Pops for July 4th, and potentially an activity in the fall. She stated that the budget for social activities is now \$300, since \$200 went to doughnuts and coffee for the annual meeting. Doug said he could put that \$200 expenditure under "Office " and restore the full social budget.

Michelle suggested delivering spring baskets on April 15, 2024, to children under age 10, whose parents let her know that they want to participate. She will post information on the Forest Oaks Facebook page.

Pool Lawn Care: Brian is going to have signups available on the FOHA calendar, for interested parties to mow, weed whack and edge the pool grounds weekly, or less often when the grass doesn't grow as fast. He named himself and Braden Cielocha as volunteer mowers. Jeremy said he'd mow and didn't want compensation. Michelle said she mows but doesn't weed whack. No other talk of payment occurred.

Officer positions affirmed: The board voted to ratify the proposed switch between president and vice president. Jeremy Wilson will be president and Andrea Lafayette will be vice president.

The meeting adjourned at 7:05 PM.

May 14, 2024 Forest Oaks Homes Association Board of Directors' Meeting

The meeting started at 6 PM at the home of Doug Weiss, Treasurer. Also in attendance were vice president, Andrea Lafayette; pool liaison, Brian Friesen; social chair, Michelle Laytham; at-large member, Scott Linz; secretary, Corinne Hembree. President Jeremy Wilson had a conflict.

Members prepared the envelopes for mailing the first installment of the special assessment. Doug encourages all homeowners to drop the envelope with payment into the FOHA "mailbox" attached to the front of his home.

Treasurer: all bills are paid. Problems persist with timely USPS delivery of bills and payments, so he is going to have the Water One bills sent to the FOHA gmail account. Everyone agreed to this solution.

Pool: Brian reported that progress has been stymied by the weather...Bill needs some rain-free days to deal with blasting and painting the pool interior. He is waiting on the pump and plumbing parts, but once on hand, can be installed in half a day. The gate company is having difficulties with delays so nothing has occurred yet on new gate installation. Some of the wrought iron furniture at the pool is broken and should be thrown out. Members talked about looking for replacement tables and chairs at Costco or similar places. The phone will be turned on this week and we're staying with the same company as last year. The anticipated opening date for the pool is Memorial Day Weekend, barring unforeseen circumstances.

Pool Mowing: So far various board members have volunteered to undertake this. It was the consensus at the meeting that this should end and someone or company should be hired. We've previously paid \$25.00 per time to a neighborhood young person. The job was generally incomplete (no weed whacking, edging or cleaning off sidewalks). Scott has a contact who has a professional lawn service and he will see if that person will service the pool area for no more than \$40-\$45.00 per event.

Social: Members agreed to postpone the opening weekend Burgers at the Pool to Sunday, June 2, 2024 from 12-2 PM. Michelle will create and post a Sign-Up Genius for homeowners to RSVP and sign up to bring sides, chips and dip, desserts, etc. FOHA will provide burgers, hotdogs, buns, condiments, paper and plastic ware and water. Members can bring their own beverages other than water if they choose. Potential kids' activities this summer at the pool ~ painting small terra cotta planting pots; sidewalk chalk art masterpieces around the pool deck...stay tuned!

Landscaping: Andrea reported that work has begun, and some of the markers and islands have mulch installed. The tree at the 109th Terrace and Nieman marker was trimmed, the excess dirt at that island was removed and the rest of the work at that island should be happening soon. Landscape work at the front of the pool will be starting soon.

An “electronic” vote had occurred among the board members back in March which gave approval to the “green priority items” which were shared in the proposed landscaping plan. The proposal included tentative costs. Board members affirmed the evote to fund up to \$3500 for the proposed hardscape work and plants that BJ Thomas-Wilson identified.

Meeting adjourned at 7 PM. Our next meeting will be on Tuesday, July 16, 2024, at the pool, weather permitting. Andrea agreed to take the minutes.

August 10, 2024 Forest Oaks Homes Association Board Meeting

The meeting started at 9:30AM at the pool. Jeremy Wilson, Andrea Lafayette, Doug Weiss, Corinne Hembree, Michelle Laytham and Scott Linz attended. Brian Friesen was absent. Doug reported that all annual dues have been collected and that the majority of the special assessment payments have been collected. Ten households have paid nothing and will be assessed the entire amount of \$212.00 in their annual dues notice for 2025. Five homeowners paid the full \$212.00 and seventy homeowners paid the expected amount of \$106.00. He thanked everyone for their responsiveness and believes that the collection box outside of his home was helpful.

He shared information received from our tax attorney regarding the Beneficial Ownership Information Reporting requirement, or FinCEN. Hopefully our HOA will not be included since much personal information must be obtained. He will get further clarification from the attorney. He also showed members the large packet of insurance documents which he will peruse.

He has paid the bill for the pump (we can see the new pump) but doesn't know if all of the filters, sand, etc. was also replaced as was bid.

To reduce the amount of paperwork, mailing, etc. for the treasurer, the board agreed to have March 1 as the due date for dues collection and a late fee of \$50.00 will be assessed. If the dues and late payment are not received by March 15th, trash service will be suspended. If no payment by April 1, a property lien will also be placed.

Andrea inquired about electronic dues collection, which has been investigated previously and found unfeasible. Hopefully there are other options now available for our business account. She volunteered to research the options.

Andrea also reported on the success of Ladies' Night at the Pool. There was much enthusiasm by participants and comments that it should be an annual occurrence.

Movie Night at the Pool will be August 17, 2024. Michelle said folks will gather at 6 and the movie will start at 7 or 7:30...Joanna and Braden Cielocha have offered to be responsible. It was confirmed that the HOA's projection screen is not needed. Scott Linz volunteered to come to the pool on Sunday for any potential clean-up; hopefully unnecessary.

Michelle also suggested a possible Chiefs' party sometime in September which would also involve a BBQ. Stay tuned. She mentioned a chili cook-off in October and kids' Halloween activities.

Discussion ensued about when to close the pool and possibly keeping it open until the end of September, but this will be dependent upon the weather forecast.

Ask neighbors about their willingness to be Bunco subs. It's good to have a robust list of subs!

Many thanks to BJ Thomas Wilson and Jeremy Wilson and members of the Landscaping Committee. New plants and mulch are complete and everything seems to be surviving!

Board members are pleased with the mowing/edging and weed-whacking at the pool. Scott mentioned that Joe will do leaf removal for the neighborhood; either individually or as a group removal. Homeowners can blow or rake their leaves to the front of their properties and his team will vacuum them up (or his team will do the raking/blowing). We discussed having a couple of dates (Scott will investigate) for this, and homeowners will individually make contact with Joe.

We briefly discussed having a fob system for pool entry rather than the code for keypad (which is so easily shared) and will revisit this at the next meeting.

Next meeting will be Tuesday, September 17 at 6 PM at Doug's home.
Meeting adjourned 10:30 AM.

Forest Oaks Homes Association Directors Meeting September 14, 2024

The meeting began at 6 PM. Jeremy Wilson, Andrea LaFayette, Doug Weiss, Corinne Hembree and Michelle Llaytham attended. Brian Friesen had a conflict.

Treasurer, Doug Weiss, shared finances. See attached copies. Regarding the special assessment that homeowners approved at our last annual meeting, seventy (70) households have paid the expected half (\$106.00), with the remaining \$106.00 to be added to the 2025 annual dues of \$480.00. So, \$586.00 for 2025. Ten homeowners have paid nothing, and five households paid the special assessment of \$212.00 in full.

Brian's written report said that the pool was closed on Monday, September 16, 2024. Bill walked the final invoice to Doug on Tuesday, September 17, which Doug paid in full. There were five pool rentals this season. Board members talked about switching to a fob system for the pool gate, instead of a code, which apparently has been shared with non-homeowners. There would be one fob issued per household, and if lost, the homeowner would pay the replacement cost for a new one, and the old fob would be deactivated. More investigation to come.

Andrea Lafayette reported on the potential of electronic payment of dues. Apparently, Zelle is a platform that could be used, with NO transaction fee to the homeowner or HOA. Each homeowner would need to see if his/her financial institution is compatible with Zelle.

Michelle recapped a full season of social events. A possible chili cook-off remains to be planned.

Scott Linz reported that our pool mowing company will submit a bid for fall leaf pickup for the pool grounds and for neighbors who might wish to take advantage (paid individually, of course, by household). Board members thanked Scott for his service on the Board!!

Jeremy shared information he obtained regarding the Beneficial Ownership Information Reporting requirement, AKA FinCEN of which our tax accountant had apprised Doug. He was told that our home owners association will not be required to obtain and report the personally identifiable information (PII) on each homeowner which the Corporate Transparency Act requires.

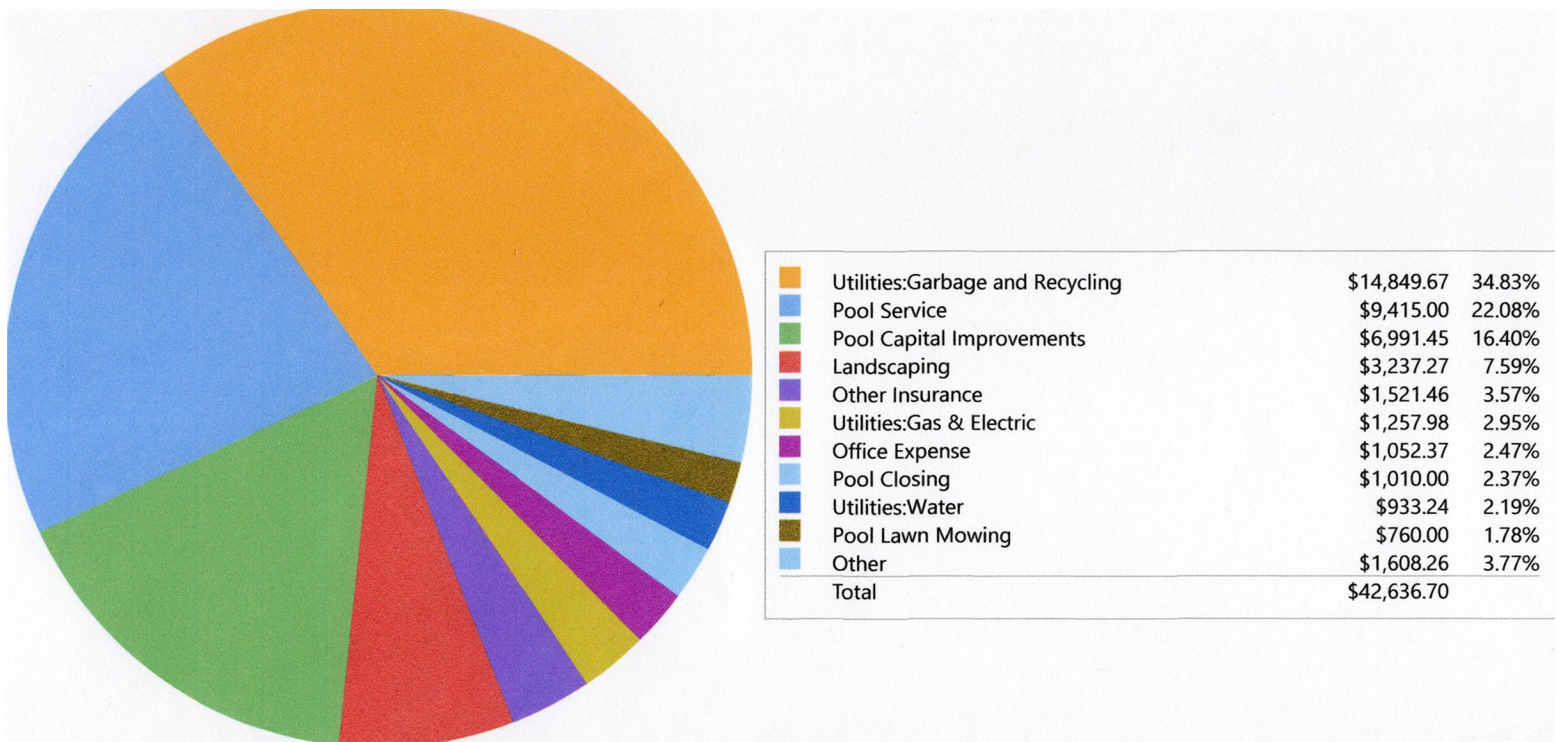
Members discussed the possibility of sending the annual meeting notice, proposed budget, and dues payment notice electronically, to save on paper, envelopes and postage. There are just a few households with no email addresses on record, and those could continue to have a USPS delivery. Food for thought.

The meeting adjourned at 6:35 PM.

SEPTEMBER 17, 2024

Monthly Spending Comparison - Year to Date
1/1/2024 through 9/17/2024

Category	1/1/2024- 9/17/2024	OVERALL TOTAL
INCOME		
Homeowners Dues	41,075.00	41,075.00
Pool Rental	375.00	375.00
special assessment	8,480.00	8,480.00
TOTAL INCOME	49,930.00	49,930.00
EXPENSES		
Insurance	1,521.46	1,521.46
Landscaping	3,237.27	3,237.27
Misc	3.46	3.46
Office Expense	1,052.37	1,052.37
Pool Capital Improvements	6,991.45	6,991.45
Pool Closing	1,010.00	1,010.00
Pool Fall Clean-Up	296.00	296.00
Pool Lawn Mowing	760.00	760.00
Pool Maintenance	621.19	621.19
Pool Service	9,415.00	9,415.00
Pool Telephone Service	185.37	185.37
Tax	225.00	225.00
Utilities	17,196.77	17,196.77
Utilities - Gas	121.36	121.36
TOTAL EXPENSES	42,636.70	42,636.70
OVERALL TOTAL	7,293.30	7,293.30



Pool Capital Spending:

	<u>Allocation</u>	<u>Spent</u>
Pump + Filtration System	\$6,000	1600 pump
Paint the Pool	\$1500	1500
Repair loose coping/tiles	\$1500	unspent
Electrical (timers)	\$ 500	\$ 500
Replace Gate	\$8500	\$3200
Landscaping		\$3237
	\$18,000	\$9937

First half SA collected so far: \$8480

Projected overage for the year: \$1457

Projected pool capital for next year $(9520 - 1457) = \$8,063 - 1200$ (filter) + 1500 = \$5,363 unspent

Ideas – restore irrigation system, ID system for the gate with fobs for households.

Current balance: \$49,652 - \$42,359 (starting balance) = \$7,263 reserve

Constable – 3 months = \$4998. That leaves \$2,295 for other expenses – electricity, waste water, mowing, fall cleanup, social

November 21, 2024 Forest Oaks Homes Association Directors Meeting

The meeting began at 5:30 PM at the home of Doug Weiss. President, Jeremy Wilson, vice president, Andrea Lafayette, treasurer, Doug Weiss, pool liaison, Brian Friesen, and secretary, Corinne Hembree were present. Social chair Michelle Laytham had a conflict.

Board members were emailed drafts of the Notice of Annual Meeting, Proxy Form and Dues Letter to review. Minor edits were noted. Dues will be considered delinquent after March 1, 2025. The remaining half of the special assessment will also be due. So far approximately half of the budgeted expenditures for the pool have been spent and there will be reserve funds as required.

Brian will contact the telephone provider to discontinue services at the pool. Atmos Energy no longer has a disconnect/reconnect policy, so \$93 (a minimum usage fee) must be paid monthly, even when the pool is closed. If service were to be disconnected, upon restoration, payment for the missed months will be expected.

Brian will investigate a fob entry system for the pool. Hopefully this will eliminate unauthorized visitors.

The tax attorney for FOHA has now advised our treasurer that the new Federal Transparency Act for homes associations and other entities that have "beneficial ownership" AKA FinCEN, DOES apply to us, but thinks that only the treasurer's position is impacted. He will file the required PII for Doug so that our association complies.

A board member thought that our pool rental rate is too high, so members agreed to lower it to \$60 per rental for the 2025 season.

Jeremy will prepare updated slides for our annual meeting to be held at Grace Covenant Presbyterian Church in February, 2025. Doug will provide financial slides. Social, pool and secretary should send info to Jeremy regarding events from this past year to be included.

After Christmas, the directors will meet to have an "envelope stuffing and addressing" couple of hours at Doug's.

The meeting concluded at 6 PM.