

FOREST GLEN HOMEOWNERS' ASSOCIATION

October 13, 2021

Via Zoom

1. **Call to Order:** The Meeting was called to order by Dean Kastner at 6:30P.M. A quorum was established with 5 of 5 Directors present.
2. **Proof of Meeting Notice:** Notice was posted on Bulletin Board at entrance to Forest Glen.
3. **Reading/Waive Reading of Previous Minutes:** Bonnie Burrell made a motion to waive the reading of the minutes, Larry Cayabyab 2nd, all approved.
4. **Committee Report:**
 - a. **ARC –**
 1. Jim Hughes requested the arc fee for 133 and 318 to be waived. The board proposed that a homeowner provide a written reason to the board on why the fee should be waived. Larry Cayabyab motioned to deny waiving the arc fee for 133 and 318, Dean Kastner 2nd, all approved.
 2. Garage doors- There are currently no specifications listed in the covenant on screen doors. The ARC committee has a policy for screen door specifications they would like the board to adopt.
 3. Work done without arc requests- the ARC committee is to monitor and follow up on any work being done in the community without an arc form being approved and notify Fairway, Fairway will send out the proper correspondence to the homeowner.
 4. ARC fee refunds for denied applications- The \$25 arc fee is an administrative fee, and should not be refunded if application is denied. If an application is pulled by the homeowner they can request the fee be refunded from the board.
 5. ARC fees for painting or roofing with the same color- An Arc fee is required for all modifications to the home. The board will review a policy on when an arc fee is not needed, if the ARC committee wants to put on together.
 6. Michelle Cardinale scanned and archived all past arc forms, all arc forms are now digital.
 - b. **Landscaping-** Joy From fairway reported two quotes to remove the canary palm at the front entrance have been received, and is waiting on one more. Two quotes have also been received for bush hogging tract-3.
 - c. **POA-** Joy reported that the POA approved their 2022 budget.
 - d. **Fining Committee- NO Report**

5. Management Report

Financial Information-Dean reported The Operating Account balance as of September 30, 2021, was \$ 30,940.40. The Reserve balance at the end of September was \$ 112,314.04 for a total of \$ 143,254.44(Operating and Reserves).

Violation Review- Larry Cayabyab motioned to begin fining, John Perkins 2nd, all in favor.

- 213- Garage door- one time \$50 fine for completing work without approval
- 196- not submitting correct fence specifications
- 130- sidewalk stained
- 169- tree over sidewalk needs to be trimmed

6. Old Business

7. New Business:

- a. **Violation process-** Violations stemming from work being completed without an application will receive a 30 day notice by certified mail and then will be sent to fining if not corrected. Regular monthly inspections will be done on the Wednesday before the meeting and be sent out by certified mail only. Bonnie Burrell presented the idea of inspecting for certain violations during certain months.

8. Open Discussion

Next meeting- November 10, 2021 at 6:30.

Adjournment:

Being no further business before the Board Dean Kastner motioned to adjourn, John Perkins 2nd, all approved, the meeting was adjourned 8:36 pm.

Minutes Prepared By:

Joy Simon- Fairway Management