

**ARC MEETING**  
**January 26, 2023**  
**Clubhouse 4:00 p.m.**

**ATTENDEES**

Gaye Belcher  
Adam Cofield  
Larry Cayabyab  
Debbie Frazier  
Patti Yochim

**ABSENT**

Joan Jones  
Linda Cadman

**AGENDA**

- # 102 Window Replacement

Meeting called to order at 4:00 p.m.

**DISCUSSION**

- Homeowner of # 102 did not apply prior to start of project.
- Application submitted without fee and required information.
- Fee submitted, but without required information.
- Cayabyab motioned to recommend home for a fine to the Board of Directors due to work being completed before review by ARC. Cofield seconded. All voted in favor.
- Cayabyab motioned to reject application due to incomplete information. Missing were the manufacturer and model number with cut sheet for window, including color, measurements, and materials. Yochim seconded. All voted in favor.
- No additional fee required for resubmission of application with appropriate details.

ARC Duties on Forest Glen Website

- Cayabyab made a motion to delete all content regarding the ARC duties on the Forest Glen Website and replace it with a reference directing homeowners to the CC&R's. Cofield seconded. All voted in favor.
- Cofield volunteered to write a replacement body of text for the website.

Meeting adjourned at 4:48 p.m.