

FOREST GLEN HOMEOWNERS' ASSOCIATION

August 9, 2023

Bayside Lakes Clubhouse

1. **Call to Order:** The Meeting was called to order by Larry Cayabyab 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:** Larry Cayabyab motioned to waive the reading of the minutes and approve the July minutes, Chris Andreski 2nd, all approved.
4. **Committee Report:**
 1. **ARC –** Ron Barret reported that Adam Coefield resigned from the ARC Committee, and Ron was now the chair.
 - a. Ron reported that 4 applications have been approved; 169 for solar panels, 190 for gutters, 309 to replace Oak Tree and other landscaping, 122 for Hurricane shutters.
 - b. The Arc committee would like the board to entertain a set of guidelines that outlines which items would be considered maintenance on the home and wouldn't require an ARC fee since the homeowner is not changing anything but doing maintenance. The board agreed that if an application is turned in and no changes are being made to the home the \$25 is not needed. Under that the board would like to recommend 190 have their application fee returned since they did not make any changes. Larry Cayabyab motioned to return the \$25 fee to 190, Irma Moore 2nd, all approved.
 - c. Ron presented two different mailbox posts the ARC is looking at to allow residents to replace their mailbox post with since the current one is no longer available. The board agreed the aluminum post, The Landover, best matches what is currently in the community .Larry Cayabyab motioned to require any homeowner replacing their mailbox post to use The Landover post, Lana Jobes 2nd, all approved. Since the board is requiring this be the post used by residents a \$25 ARC fee will not be required, but a form will be required. The new mailbox information will replace the information currently on the Fairway Management website.
 - d. Ron reported the ARC is in need of additional binders to store arc applications in, they would like the 4 pack of 3" black binders be purchased. Lana Jobes motioned to approve the expense for the ARC Committee, Larry Cayabyab 2nd, all approve. Fairway Management will order the binders.
 - e. Ron Reported now that Adam has resigned, and Sandra is on a leave of absence from the committee, so the is left with 6 members. There has been a member of the committee that has been inactive since December 2022 and the arc would like that member removed to lower the amount needed for quorum. The board would like Fairway Management to send a letter to the homeowner asking them to respond if they would like to remain on the committee and to report back at the follow meeting.
 2. **Landscaping –** Joy from fairway reported two quotes were received to cut the Oak Trees on HOA property by home 333. Flawless provides a quote for one tree for \$700 and No Worries provides a quote of \$300 per tree. Tabled until additional quotes are received.
 - f. **POA-** No Report.
 - g. **Fining- NO Report. Volunteers for the fining committee are needed. They can not be any residents in relation to the board.**

5. Management Report

Financial Information-Joy reported the Account balances as of July 31 are; in the operating account \$47,469.12, The reserves \$141,068.30 for a total of \$188,537.42

Violation Review-none

6. Old Business

- a. **Rehabilitation/Resolution Letter-** Larry will email Joy from Fairway the items that are to be included in the letter in addition to the fence.

7. New Business:

- a. **CD Investment-** Diane Barret presented her research on depositing money into a CD. 720 states that reserves can be deposited into a CD, but any interest made needs to be put back into the reserves. Currently the money is sitting in a Money Market account making .08% interested. Pacific Western bank offers two CDs, a 7 month CD with a 5.7% interest rate and a 13 month with a 5.5% interest rate. Diane would like to put \$100,000 of the reserves into the 7 month CD. Joy is going to look into what the penalty is if money needs to be pulled from the CD early.
- b. **293-** The homeowner is requesting the late fees be removed from their account. They are currently past due and told the board they would be paid in full by the end of the year. The board is not willing to waive the late fees and is recommending the homeowner put together a payment plan to have approved.

- c. Facebook page using HOA Name-** Lana Jobes reported she reached out to the homeowner who runs the Facebook page and asked that the name be changed to something other than the HOA name so there was no confusion if the board was affiliated with the site. There was no response from the homeowner and the name has not been changed. Lana Jobes motioned to have the attorney send a letter to the homeowner to have the name changed, Larry Cayabyab 2nd, all approved.
- d. Road Repaving-** Charlie Andreski contacted two different Asphalt companies about resurfacing the road. The companies indicated the roads normally have a 30 year life span, which would leave 11 left for Forest Glen. The cost in 11 years to do the roads would be roughly \$174,000. The board needs to make sure the reserves are being funded to account for the roads needed to be done in the near future. Charlie also brought up another large expense would be if the drainage pipes failed, The board would like quotes to have the drains inspected.

8. Open Discussion

Next meeting- September 13, 2023 at 6:30pm

Adjournment:

Being no further business before the Board Larry Cayabyab motioned to adjourn, Chris Andreski 2nd, all approved, the meeting adjourned at 7:42 pm..

Minutes Prepared By:

Joy Simon- Fairway Management