

FERNBANK UNIT OWNERS ASSOCIATION

P. O. Box 1642
Shepherdstown, WV 25443

**FUOA Executive Board Meeting Minutes
Online Meeting via Zoom
March 1, 2021**

The Board Meeting was called to order at 7:00 PM by President Lisa Beard. The following Board Members were present electronically, constituting a quorum for the conduct of business: President Lisa Beard, Vice President Bruce Lapham, Treasurer Lex Miller, Secretary Tim Whetzel, Steve Schatken, Bob Beckett, Judy Moore, Jim Stovall and Julie Siler.

February 1, 2021 MEETING MINUTES

Upon a motion by Bruce Lapham, seconded by Judy Moore, the February 1, 2021 Board Minutes were unanimously approved.

ISSUES DISCUSSED

- A. Update on golf course memo regarding people walking on course
Info from the course owners to be forwarded to FUOA Board to be shared with the residents. This has been raised by the course owners as a SAFETY issue.
- B. Contract with Brightside (included with Beatification report).
- C. Feedback from owners regarding replacement of pear trees (included with Beatification report).
- D. Overview of Beatification responsibilities (included with Beatification report).

DIRECTOR AND COMMITTEE REPORTS

Treasurer (Lex Miller)

FUOA accountant Karen Kinnett has completed the federal and state tax filings for FUOA for the tax year ending 6/30/2020. For the first time in our history FUOA has an income tax liability to both federal and state. These amounts are \$332 and \$187 respectively. The payments have been made. The reason for the tax liabilities is that interest income on our CD investments now exceeds the allowable offsets (mostly from expenses for Social Committee activities). Taxes for the current fiscal year are likely to be significantly higher. As a results FUOA has also paid estimated taxes (\$800 federal and \$250 state) for the tax year ending 6/30/2021. Six members of the FUOA have dues outstanding. Budgets for the next fiscal year to be discussed in the April board meeting, (to be finalized in May, in preparation for the annual FUOA meeting in June).

A motion to approve the Treasurer's report was made by Bob Beckett, seconded by Jim Stovall, and unanimously approved.

Architectural Review Committee

Chair Jim Stovall reported:

A. Lot 9 on Hackberry was purchased by Rhonda McKinnon. She is very keen to submit an application, maybe looking to use Walt Palmers plans in order to push ahead.

B. Lot 10 on Hackberry was sold, reportedly, to a spec builder, but we have not been contacted.

C. Lot 113 on Reachcliff Circle, owned by the Borkmans, has had its Concept Review and we anticipate more information and a Preliminary Plan Review as soon as Hobday or other consultants provide requested information.

D. Lot 112 on Reachcliff Circle; I got a call from Hank Walters saying he will build on the lot right away but at this time we await an application.

E. Lot 76 on Singletree (between Beth Brough and Judy Holcomb) was bought by Kristi and Dave Hendricks and they are making meticulous plans looking to proceed this Spring. They are working with a builder from Charlestown and other experts. No application yet, but she gave us drawings and a floorplan that look likely to pass muster.

F. Lot 78 on Singletree (east side directly across from Lot 76) has been purchased by someone also bent on building right away (according to Kristi Hendricks), but we have not been contacted.

G. North Tamarack, Lots 24 and 21 each still have for sale signs up, but Susan Pelish (Lot 20) called to report that John Hobday had been walking around at Lot 24 saying he was exploring building spec houses in Fernbank.

H. Lot 69, corner of Fernbank and N. Juniper, was under contract for a while, but has gone quiet. Stay tuned.

I. Lot 104 Reachcliff, Hobday sent us plans for Carol Arnold months ago, but nothing since, and of course no application.

The issue was raised that given the number of projects in process, (should they proceed), there may be a significant architecture invoice that will not be offset by the existing fees being charged to owners. Consideration to be given for an increase in fees. Also discussed was the possibility of the current architects' future retirement (not imminent), however the prospect of a new/local architect will be a matter to consider.

BEAUTIFICATION

Chair Judy Moore reported:

It's been a fairly quiet month. Major pruning of the crape myrtle and serviceberry trees which were obstructing vehicle travel at Reachcliff Circle was completed.

Both were in need of shaping and thinning of the crowns.

A large decaying hickory tree was removed from 32 Juniper Drive.

Contracts with Antietam Tree and Lawn Care were renewed for feeding, spraying for pests and the treatment of evergreens with Wiltproof for winter protection.

The contract with Brightside is being submitted for renewal (a monthly status report from Brightside is being requested by the committee chair), for better oversight. Ms. Moore is also exploring other landscape contractors for consideration in the overall beautification projects.

There was very minimal solicited feedback from owners (<1%), regarding replacement of the pear trees.

COVENANTS

Chair Steve Schatken reported:

The Board's proposed changes to the Association's Bylaws have been sent to all Fernbank unit owners. Comments are due by March 15.

COMMUNICATIONS

Piper Dankworth Sutton reported:

A. The newsletter went out in February and the next edition is scheduled for May.

B. The FUAO Member Directory was also mailed to residents in February instead of January. With multiple year-end and January closings we thought it prudent to delay distribution to ensure the ability to collect as much new member information as possible.

C. To date only three members have provided pet information for the pet directory. A reminder will go out in March to see if more are interested.

D. After presenting the Community Corner website blog/survey tool to the Board in January, the committee felt before developing a plan for the tool discussed we would research other HOA websites to see how they are constructed and what features they may have. After comparing our website to others, we realized that our website needs some re-design and reformatting to make it easier to navigate and to ensure that all links, tabs, drop-downs, etc. are integrated, consistent, necessary and not duplicative. So, before we even consider the Community Corner tool, we decided to address the above-mentioned issues first. We have been reviewing the web pages and outlining recommendations. We can then work with Beth to implement these changes. In addition, we want to understand what tools are available and "turned-on" per our contract with our host

so we know what we could be using and perhaps aren't or options that are available that we don't have but might want to consider. Once we understand what we have at our disposal we can make further recommendations as to what we might need and then finally present a plan and budget to the Board for consideration before the budget is voted on for next year.

E. Dale Walter informed Piper Dankworth and Lisa Beard that residents of North Hills Subdivision at Cress Creek are interested in receiving the Fernbank Fanfare. A list of interested North Hills residents with email information has been provided and these emails will be included in the email list for the May issue e-blast and thereafter. Dale noted that residents are excited to be included and she informed the residents to go to the Fernbank website for the February issue.

F. We are still looking for additional committee members. If anyone knows of someone that might be interested, please let Piper or Julie know.

Roads and Safety

Cory Klein reported:

The electrical issues at the front entrance to be further investigated to include repair costs. General estimates (preliminary cost), being gathered regarding future repaving of roads.

Secretary

Tim Whetzel reported:

No updates.

Social

Cindy Morrow reported:

No updates.

Welcome

Betse Hinkley reported:

No updates.

Additional Business

The next meeting is April 12, 2021 at 7:00 PM (*this being a 'one off' meeting on the second Monday of April vs the standing first Monday of each month due to member travel schedules*).

There being no further items, the meeting was adjourned at 8:10 PM.

Respectfully submitted,
Tim Whetzel, Secretary