



**Foxhall Community Association**  
**Special Meeting of the Board of Directors**  
**May 7, 2024**  
**Zoom 7:00 p.m.**

**Board Members Present:**

Dave Fleming, President  
John McKinnon, Secretary  
Karen Dillon, At-large/Facilities  
Carol Vannerson, Vice President  
Alan Vaughn, Treasurer

**Foxhall Members in Attendance:**

Denise Solveson  
Donna Bosshard  
Doug Dyjak  
Kit Metlen  
Greg Darnell  
Katie Bundtrock

**Call to Order (Dave)**

Dave called the meeting to order at 7:06 p.m. via zoom.

**Standing Rules (Dave)**

*Foxhall HOA Bd mtg standing rules:*

**MEMBERS OF THE BOARD ARE ASKED TO ADOPT THE FOLLOWING STANDING RULES FOR CONDUCT OF A FOXHALL HOA BOARD MEETING:**

1. *The meeting will be held on Zoom and the meeting will be recorded,*
2. *The president will be the chair of the meeting and will recognize members as necessary for participation in the meeting,*
3. *The first article of business will be adoption of the AGENDA. The tentative agenda will be prepared by the Secretary and finalized during adoption. Once the agenda is adopted it will be subject to amendment on motion of a member or as raised by the chair and approved by a majority vote.*
4. *Please respect others and speak one at a time*
5. *To speak you must be recognized by the Chair.*
6. *Each item on the agenda is limited to a maximum 10 minutes unless there is a motion to continue discussion which is approved by a majority.*
7. *Issues which are brought up to discuss and not specifically part of the agenda will be limited to a ten minute discussion*
8. *Discussion will move on to the next agenda item after the expiration of a time limit.*
9. *Non Board member participation*
  - a. *At the close of regular business each audience member may speak once for a maximum of two minutes.*
  - b. *During the Meeting the Chair may recognize a non-board member for participation on certain issues for which they are responsible to the HOA. For Example the chair may recognize the Trails committee chair for reporting on trail issues.*

*Dave moved, rules adopted unanimously.*

**Announce Recording of Meeting**

Dave announced that the meeting would be recorded through Zoom. No objections were heard.

**Agenda (Dave)**

*The agenda is adopted as read.*

**Reading and Adoption of Minutes (John)**

The minutes were read by John.

*Motion: Approve minutes of FCA Board Meeting, as revised, dated March 14, 2024; Dave declared the minutes approved without comment.*

**Verify members in attendance for minutes (John)**

Five board members, six community members were in attendance.

### **Confirm Board Positions (Dave)**

*John moved that the board adopt the following positions.*

*President: Dave Fleming*

*Vice President: Carol Vannerson*

*Treasurer: Alan Vaughn*

*Facilities: Karen Dillon*

*Secretary: John McKinnon*

*Seconded by Dave; passed unan.*

Discussion related to board duties:

- The date of the picnic will be decided by Carol, as is consistent with the tradition of having the Vice President in charge of organizing the annual picnic;
- The process for reserving the shelter was reviewed by Karen. Alan spoke about the finishing touches that are planned for the picnic shelter posts.

### **Discuss Contract for Mowing Trails (Karen)**

Total of four bids received. Two outside contractors toured the trails.

*Karen moved that we award the contract to Greg Darnell. Discussion: width of his brush hog is 5 feet and finish mower is 6 feet. His insurance would be as a single person business with a license for landscape maintenance. Seconded by Dave. Passed unanimously.*

Other Facilities updates:

- The port-a-potty is in place for the season;
- Karen will distribute some yard signs throughout the neighborhood. The signs promote road safety. She will arrange to move the signs from time to time for greater effectiveness.
- Jeff will weed the front entrance soon, as contracted.
- Discussion of trail work that may need to be contracted in the future due to fewer volunteers. This could lead to the need for additional budget allotments. The limbing and trimming maintenance along trails may be the best type of work to outsource. The menial maintenance tasks draw fewer volunteers than other improvement projects or those suited to the special skills of our members. It is difficult to draw interest from contractors for on-demand maintenance tasks. It is better to advertise for work that can be scheduled into a contractor's schedule – for example, a seasonal clearing of trail obstructions. Karen will ask contractors for a price to do twice yearly trail clearing.

### **Old Business**

The status of the motion to approve a golf cart on the trails was discussed. This concerned the request of a member with impaired mobility for permission to use a golf cart on the trails.

Dave related that our insurance agent Ben Houk felt our proposal was compatible with statements he made regarding our policy in a previous letter, dated February 5<sup>th</sup>, 2023. Opposition to the permission was voiced, arguing that the topic should be put before the general membership. The opposition contends that the insurance agent's opinion is not sufficient and that the board is ignoring the opinions of the Trails Committee. As this meeting was convened as a special meeting for the purpose of approving a maintenance contract and confirming Board member positions, no immediate action on this topic was proposed.

*Moved to table by Dave, seconded by Karen. Approved unan.*

### **New Business**

Draft board resolution regarding management of contingency funds:

John read a draft statement regarding the purpose for, and management of, maintaining a \$20,000 portion of FCA savings as a contingency for various types of unforeseen expenses. Alan commented on the need for this due to inflationary forces. Karen suggested that it includes a provision to review the policy every two years. It was established in the fall of last year and remains fully funded as of this date.

There was no motion or vote on the proposed resolution at this meeting.

### **Upcoming Meetings**

Board of Directors Meetings: Second Thursdays of each month

- May 16<sup>th</sup> (third Thursday)
- June 13<sup>th</sup>
- July 11<sup>th</sup>

### **Member Comments**

Kit approved of decision to table the golf cart discussion and commended board for work on the contingency fund. Katie cited a document stating that golf carts may be considered a mobility device under ADA rules.

### **Adjournment**

Meeting adjourned at 8:25 p.m.

Minutes to be approved at next Board of Directors Meeting: May 16, 2024