



Foxhall Community Association
Meeting of the Board of Directors
October 10th, 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:

Doug Dyjak

Call to Order (Dave)

Dave called the meeting to order at 7:03 p.m. via zoom.

Standing Rules (Dave)

Foxhall HOA Board meeting 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 to adopt these rules, Carol asked that we adhere to time limits (10 min.) seconded, 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 was adopted as presented. Moved by Alan, sec. by Karen, passed unan.

Reading and Adoption of Minutes (John)

Motion: Karen moved to approve minutes of FCA Board Meeting as distributed, dated September 12, 2024; seconded by Carol. Passed unanimously.

Verify members in attendance for minutes (John)

Five board members, and one community member were in attendance.

Financial Practices/Protocol

Alan wanted clarification about who should receive the monthly financial reports. Dave and Karen suggested that each board member receives the copy before the monthly meeting.

Alan has kept all envelopes and receipts of dues payments as they have come in. Karen will get together with Alan to verify deposits. He uses a "for deposit only" stamp that takes the place of his signature for endorsing checks.

Facilities Update (Karen)

Retention pond clean-up: limbing, sapling and shrub cutting, mole removal;

Front entrance clean-up by Karen and Sharon Morrissey, thank you.

Trail Committee projects:

- Added gravel to Secret Trail.
- Gravel purchased.
- Tree removals.
- Short trail bridge work.

Olympic fence replacement proposal: replace 220 feet of existing fence at west end of Olympic Trail proposed by trails committee. Rob volunteered some ground work in preparation. John suggested contacting the Forest Park neighboring properties in advance of any work. Karen is looking for at least two quotes.

Forest Park gate: incident involved teens on atv's using that gate to access our trails and roads; Karen proposes setting a date for locking the gate. This would include signs on the gate in advance of that date.

There is already a mounting block installed at that corner.

Dave moves that the Forest Park Gate be locked along with a process of notification of both FCA and Forest Park members. Karen seconds. Passed unanimously.

Karen will verify that the gate is on our property and then begin the process.

Dave shared that the individuals who entered our trails, also had damaged the Forest Park retention pond and septic fields. Forest Park has acted to deal with those individuals.

Financial Update (Alan)

Alan will have the year-end closeout for November. In order to accommodate his schedule we will move the meeting to November 7th. Passed unanimously.

Alan received a quote from our previous reserve study vendor. Alan will do a quick update to be in compliance with having a study for this year. The board will study who will be hired to do the next reserve study.

Other Business

Welcome Letter (Karen): Karen distributed a draft to the board and invited their input. John will take responsibility for taking comments and redrafting a letter.

Carol asked what contact we have with buyers and realtors. Alan directs questions to our website for our documents and meeting minutes.

Picnic shelter finishing: To be determined, based on availability of volunteers.

Dave mentioned the topic of board member transition periods. Perhaps a different timing for the election of officers? Could we change our budget year? Dave will look into this.

Upcoming Meetings

Board of Directors Meetings: Second Thursdays of each month

- November 7th Board Meeting, via Zoom at 7:00 pm (first Thursday to accommodate board member schedule)
- December 12th Board Meeting, via Zoom at 7:00 pm
- January 9th Board Meeting, via Zoom at 7:00 pm

Member Comments

None

Adjournment

Meeting adjourned at 8:09 p.m.

Minutes approved at Board of Directors Meeting: November 7, 2024