

FOREST GATE HOA BOARD MEETING
JANUARY 6, 2014
MINUTES

BOARD MEMBERS IN ATTENDANCE: B. Wallace, R. Kenny, D. Saign, E. Cooke, E. Pedersen
Absent: M. Combs

The meeting was called to order by B. Wallace at 6:32 p.m.

President's Report: A discussion took place to make sure that everyone was on the same page with regards to how the Board was going to conduct business in 2014. There will be times when we will have differing opinions and/or viewpoints on situations being brought to the Board. We need to address these differing opinions with diplomacy and not attack the opposing person; express your opinion and offer your idea and/or suggestion. We do not want to "attack" the person and make it personal.

And, once a decision is made by the majority of the Board members, even it is not what you personally voted for; everyone on the Board needs to support the decision.

Also, no one person on the Board should make any promise and/or decision if approached by a homeowner/lot owner. The correct response is that you will take it to the Board and will get back to that person with the decision.

Remember, the Board members represent the homeowners & lot owners and we need to be sure to enforce and hold up the Covenants and By-Laws set forth for the HOA.

Secretary's Report: D. Saign asked that Board members utilize her AOL email account as well as the Gmail account when asking for information to be sent to HOA members, etc. Email address is: saigns3@aol.com

Treasurer's Report: R. Kenny hasn't connected with M. Combs to receive the treasurer's files, bank account info, etc. He asked D. Saign to help connect with Mike so bank signature card, etc. can take place this month.

Covenant Violations: Violations that are brought to the Board's attention will be handled first by confirming there is a violation, and second, followed up with a written notice or phone call from the President of the Board, depending on the circumstances.

Changes to Covenants: R. Kenny provided some notes for changes to the existing Covenants. Some of these changes had been discussed over the past two years, but not formally addressed.

It was decided that each Board member would review the changes provided by R. Kenny, as well as make any other notes on the entire Covenants and this would be the main subject of discussion at the next Board meeting.

Monument Sign Maintenance: B. Wallace volunteered to research several maintenance company options for maintenance of the two monuments. As the budget was approved at the Annual Meeting in the amount of \$400, the Board agreed to allow Brent to make a decision and present a contract for the maintenance at the next Board meeting.

To Do List/Goals for 2014:

- Covenant Review to update and "modernize" them.
- Tree Inspection – The amount of \$600 was approved in the budget at the Annual Meeting. R. Kenny volunteered to research companies as well as the Forest Service, but not until the beginning of Spring/April. An email will be sent to all homeowners/lot owners with details prior

- Tree Inspection – The amount of \$600 was approved in the budget at the Annual Meeting. R. Kenny volunteered to research companies as well as the Forest Service, but not until the beginning of Spring/April. An email will be sent to all homeowners/lot owners with details prior to any decision being made.
- Drainage easements – The County will need to be contacted in the Spring to address several issues within the development; one being the clearing of the easements; repair of the cracks in the roads. A letter will be sent in the Spring.
- HOA website. At one time a site was set up, but never completed. Ed Cooke stated he would be glad to work on this and will contact Terri Hayes for further info.
- Fire Wise – S. Braeger and committee are working on a presentation to the HOA members. B. Wallace will talk to Scott to see if he can include a “clean-up day” as part of the Program.

Unfinished Business/New Business

- It was suggested that the Neighborhood Watch Captains keep in contact more often with their group members, so if there are no El Paso Sheriff’s communications being sent, that they at least remind their group members to be vigil in their “watching” of the neighborhood.
- Postal Cluster Boxes - D. Saign will continue to be responsible for handing out the assigned box and keys to new residents of Forest Gate. If we do experience any vandalism to the boxes, we will approach the Postal Service about their responsibility of repair, but in the long run, it may be that the HOA will need to pay for the repair. Hopefully we will not have this problem in the future.

Next Meeting: Monday, February 10th at the Fire Station – in the Conference Room. (This has been confirmed since the meeting by D. Saign)

Meeting was adjourned at 8:00 pm