

December 3, 2019, 7:00 p.m.
Fair Oaks Ranch HOA Conference Room, 7286 Dietz Elkhorn

- I. **CALL TO ORDER** – Carolyn Knopf, President, called the meeting to order at 7:00 p.m. Directors attending were Vice President Beki Hutchison, Secretary Frank Chesworth, Treasurer Gary Williams, Sara Federico, Buddy Preuss, and Jonathan Lisenby. Kristen Koronczok attended by phone. Guests attending were Wes Pieper (personal representative of Bob Sousa), Christine Graham, Nick Dicianni, Garry Manitzas, Jim Havard, Craig Hutchison, Greg Buschman, Mary Lynn Jaster and Steve Hartpence. Robert Shipman attended by phone at 7:17 pm.
- II. **GUEST COMMENTS** –The guest comments began at 7:01 pm. Guest comments ended at 7:05 pm
- III. **PRESIDENT’S REPORT** - President Knopf addressed the members in attendance and the Board reading a letter from Richard Morris in which he withdraws as a candidate for the Board of Directors. Knopf also bid a fond farewell to Jonathan Cluck, Jonathan Lisenby and Gary Williams, thanking them for their service to FORHA. President Knopf also encouraged everyone to behave more neighborly, especially on Social Media. It was announced that FORHA’s conversion from TOPS IQ to TOPS One has been completed. President Knopf also announced that a lawsuit has been filed against FORHA by John Weir and Irene White. We will share updates with the membership as they become available and it is highly probable that the lawsuit will drive up legal fees.
- IV. **APPROVAL OF MINUTES** - Beki Hutchison moved to approve the November 5 meeting minutes as presented. Gary Williams seconded the motion, the Board voted all in favor and the motion passed.
- V. **DISCUSSION/CONSIDERATION ITEM**
 - A. Discussion and consideration of water utility easements on FORHA property – Tobin Maples, the City Manager for Fair Oaks Ranch was present and asked that FORHA ratify or acknowledge that the easements exist and provide a letter for right of entry to survey the property. Gary Williams moved that the BOD approve access for the City of FOR to survey the property, Becki Hutchison seconded the motion and the motion passed with all voting in favor.
- VI. **TREASURER’S REPORT** – Due to the timing of the meeting, financials were not available. Gary Williams did announce that statements would be going out late due to some issues that developed during the conversion from TOPS IQ to TOPS One.
- VII. **REPORTS**
 - A. Parks & Trails – Sara Federico gave an update on the current park project and said that Gratr is still working on a punch list, but we should still be in under budget.
 - B. Communications – Buddy Preuss gave a report on the communications committee and stated he is still working on getting a link for our website and the Fair Oaks Living Magazine. FORHA’s first article should appear in the March edition. Buddy also asked that discussion and consideration of moving the Board of Directors monthly meetings to the second Tuesday of the month should be put on the agenda. He also asked that discussion and consideration of approving the meeting minutes by email prior to the next meeting be added to the January meeting agenda.
- VIII. **DISCUSSION/CONSIDERATION ITEMS**
 - A. Discussion and consideration of the Annual Billing – it was announced that the annual billing will be delayed a week or so.
 - B. Discussion and consideration of TOPS conversion and new payment options – the conversion has been completed, but there are still a few issues to resolve.
- IX. **EXECUTIVE SESSION** - at 7:40 pm, Buddy Preuss moved that the Board of Directors move into executive session in accordance with the agenda. Jonathan Lisenby seconded the motion and the Board moved into executive session.
- X. **RECONVENE OPEN SESSION** – at 8:45 pm the Board of Directors returned to open session and stated that they had been in executive session to discuss a legal matter with legal counsel.

President Knopf announced that the board had previously gone into an emergency executive session via telephone conference on November 19, 2019 to discuss a legal matter with our attorney.

XI. ADJOURNMENT: At 8:30 pm, Beki Hutchison moved, and Jonathan Lisenby. seconded, there being no further business, the meeting was adjourned.

Submitted by:



Frank Chesworth, Secretary

Prepared by:



Judy Bordman, Business Operations Manager