

**March 17, 2020, 7:00 p.m.**  
**Virtual Meeting via Open Conference Call**

- I. CALL TO ORDER** – Carolyn Knopf, President, called the meeting to order at 7:12 p.m. due to difficulty by some BOD members to connect to the call. Directors attending were Vice President Beki Hutchison, Secretary Frank Chesworth, Sara Federico, and Treasurer Buddy Preuss. Director Kristen Koronczok did not attend. Guests attending were Wes Pieper (personal representative of Bob Sousa), Christine Graham, Leslie May, Steve May, Ken Nichols, Chesley Muenchow and DeeDee Manitzas.

President Knopf opened the meeting apologizing for the bottleneck with the busy #'s being encountered while people were dialing in to the meeting. She also announced the cancelling of Meet the Candidates and a possible delay of Shred Day.

- II. GUEST COMMENTS** –The guest comments began at 7:18 pm. Guest comments ended at 7:32 pm.
- III. APPROVAL OF MINUTES** - Buddy moved to approve the February 11, 2020 meeting minutes as amended to correct the spelling of Beki Hutchison's name and to change the word under the Communications report from information to disclaimer. Beki Hutchison seconded the motion, the Board voted all in favor and the motion passed.
- IV. REPORTS**
- A. President's Report – President Knopf announced a vote of the BOD was taken by email to move the March board meeting from Tuesday, March 10 to Tuesday, March 17. All directors voted in favor of moving the meeting.
  - B. Treasurer's Report – Treasurer Buddy Preuss reported that collections are down from this time last year, but due to the conversion and the late mail out of statements, this is to be expected.
  - C. Parks & Trails – Sara Federico announced that she has received the schematics from the architect but has not had a chance to meet with her committee. Repairs are being made at Boots to replace the “bumpers” or borders around the gravel. She talked about celebrating Earth Day with a community wide cleanup and other functions in conjunction with the Communications Committee.
  - D. Communications – Buddy Preuss announced that the Welcome Packet is complete and ready. the materials to produce the packets were procured at a lower than anticipated amount, which should leave a surplus in his budget. The Directory is nearing design completion. Buddy also announced ideas in the works with his committee for a Volunteer Open house to be held in conjunction with Earth Day.
  - E. Adopt a Highway – Sara Federico announced that clean up day was held on February 29 with a skeleton crew of 17 volunteers and 1 driver. The FOR Police Department was there for assistance. Approximately 28 bags of trash were collected.
- V. DISCUSSION/CONSIDERATION ITEM**
- A. Discussion and consideration of the Investment of the 2019 Replacement Fund - Following discussion there was no vote taken, but it was agreed that the Treasurer is to move forward with taking a conservative approach and report at the next meeting
  - B. Discussion and consideration of the Investment of the 2020 Replacement Fund – both items A & B were discussed together, see above.
  - C. Discussion and consideration of renewal of Adopt A Highway contract – during discussion it was announced that the Rotary has offered to assist. President Knopf asked that we hold off on renewing the contract until such time as the COVID-19 issue is over and there is verbiage indicating we are still compliant with the contract if we are only able to do 3 quarters instead of all 4 due to COVID -19.
  - D. Discussion and consideration of document availability on the FORHA website and distribution of documents to members prior to board meetings – after discussion concerning documents not being final, private posting required, policies and results of voting, no vote was taken nor was any decision made.
  - E. Discussion and consideration of reallocation of budget to accommodate the insurance premium increase due to current lawsuit with John Weir and Irene White- Secretary Chesworth asked that

\$5,412 be added to the budget for insurance premiums. Following discussion, Biff Chesworth moved that a total of \$5,400 being \$700 from the Communications Committee Welcome Packets, \$500 from Meet the Candidates and \$4,200 from Legal Fees budgets be reallocated to the legal fees budget. Buddy Preuss seconded the motion; all members except Beki Hutchison voted in favor of the motion and the motion passed 4 to 1.

- F. Discussion and consideration of an agreement with the Fair Oaks Ranch Police Department to allow them on FORHA property for safety and security measures – previously this was a handshake agreement and it now needs to be formalized. Biff Chesworth moved that the FORHA BOD work closely with the City of FOR concerning the duties and responsibilities of the Fair Oaks Ranch Police Department on FORHA properties. Sara Federico seconded the motion, all members voted in favor and the motion passed unanimously. Biff Chesworth volunteered to work with the City Manager to formalize this agreement.
- G. Discussion and consideration of the Meet the Candidates Event and establishment of a Chairman – due to the COVID-19 issue and social distancing the event is cancelled.
- H. Discussion and consideration of the date and time for the currently scheduled April 14, 2020 BOD Meeting – no longer necessary following cancellation of Meet the Candidates.
- I. Discussion and consideration of the 2020 FORHA Member Directory to include cover photo, insert pages and distribution – following Buddy Preuss’ announcement of the design of the directory, the board discussed adding the Mission Statement back, more mention of the website and encouragement to use it, and middle school and high school phone numbers. The BOD can do a special meeting by phone if necessary to approve final count and cost of directory. No action taken.
- J. Discussion and consideration of a Volunteer Open House - not a good idea at this time due to COVID-19 and social distancing, it should be moved to a summer or fall event. No action taken.

**VI. EXECUTIVE SESSION** - at 9:01 pm, Buddy Preuss moved that the Board of Directors move into executive session in accordance with the agenda. Biff Chesworth seconded the motion and the Board moved into executive session. At 9:30 Buddy Preuss moved that the Board of Directors leave executive session, Biff Chesworth seconded, and the Board voted unanimously to leave executive session.

**VII. RECONVENE OPEN SESSION** – at 9:33 pm the Board of Directors returned to open session and stated that they had been in executive session to discuss the current lawsuit with legal counsel. No decisions were made.

**VIII. ANNOUNCEMENTS**

- A. Saturday, March 28, 2020 – City of FOR Hazardous Waste Disposal
- B. Friday, April 10, 2020, Good Friday – FORHA Office Closed
- C. Tuesday, April 14, 2020 – FORHA April Board Meeting

**IX. ADJOURNMENT:** 9:35 pm, Biff Chesworth moved and Sara Federico seconded, there being no further business, the meeting was adjourned.

Submitted by:



Frank Chesworth, Secretary

Prepared by:



Judy Bordman, Business Operations Manager