

November 10, 2020, 7:00 p.m.
Virtual Meeting via Zoom

- I. **CALL TO ORDER** – Carolyn Knopf, President, called the meeting to order at 7:01 p.m. Directors attending were Vice President Beki Hutchison, Secretary Frank Chesworth, Treasurer Chesley Muenchow, Sara Federico, Kristen Koronczok, Buddy Pruess, Rene Gallegos and Allison Clark. Guests attending were Wes Pieper (personal representative of Bob Sousa), Christine Graham, Ken Nichols, Nick & Jan DiCianni, Al McDavid, Shirley Wold, Candi Robinson, James Branaum, Kimberly Roach and Jonathan Lisenby.
- II. **GUEST COMMENTS** –Guest comments began around 7:02 pm. Guest Comments ended at 7:07 pm.
- III. **APPROVAL OF MINUTES** – Beki Hutchison moved to approve the October 13, 2020 meeting minutes as presented. Sara Federico seconded the motion, the Board voted all in favor and the motion passed.
- IV. **REPORTS**
 - A. **President’s Report** – President Knopf announced that there had not been much action with the lawsuit since the last meeting. She also discussed the unrest in the community and asked everyone to be respectful and to work together positively – “Be the Change.”
 - B. **Treasurer’s Report** –Kimberly Roach with Armstrong, Vaughan and Associates presented the results of the 2019 audit to the board. She said it was a clean opinion and no modifications were required. She additionally indicated that in the review of the internal risks controls she felt there were no deficiencies. She reviewed the reserve study and said that the reserve is fully funded. She is waiting on a few items and will then provide a complete audit report for the board. Treasurer, Chesley Muenchow said that we are still working on getting her on all the accounts and after review of the financials we are still trending to come in under budget this year.
 - C. **Parks & Trails** – Sara Federico announced she had received help from a couple TMI students in cleaning up and around the parks. Equipment inspections are pending. She also replaced the Vestal Dog Waste can and is working on the Parks and Trails section of the website. She also said that the park project is still on tract to finish in December.
 - D. **Communications** – Buddy Preuss urged members to check out the Fair Oaks Ranch Living Magazine for the November issue with an article about tree adoption. He also said the committee is working with Sara to create a brochure with maps, rules and other information about the parks.
- V. **DISCUSSION/CONSIDERATION ITEM**
 - A. **Discussion and consideration of distribution of the Peace Tree Lights** – Beki Hutchison said that she had ordered 8 red gel covers for the lights on the Peace Tree. The covers were \$10.00 per cover and that she was going to pay for them and donate them to FORHA. She also announced that the Peace Tree lighting would be the Sunday after Thanksgiving and Buddy Preuss offered to take over the event in Beki’s absence.
 - B. **Discussion and consideration of the health of the Peace Tree** – a quote has been received of \$1200 to take care of the moss balls in the tree. Beki said she will reach out to the city to determine the true owner of the tree. Sara offered \$1200 from the contingency part of the Vestal Park Phase II. Biff moved to approve the release of \$1200 from the P&T contingency budget for the pruning and moss ball removal of the tree contingent on the approval of the city. Beki Hutchison seconded the motion, the board voted all in favor and the motion passed.

- C. Discussion and consideration of the Late Fees Policy – it was suggested that in the revision of the policy that instead of using actual amounts, refer to actual costs and consider increasing the Admin fee for future filings. Language such as prevailing attorney fees based on date of lien prevailing filing fees and one hour of time of the Business Operations Manager at prevailing rate. Beki Hutchison moved to approve these modifications, Chesley Muenchow seconded the motion, the board voted all in favor and the motion passed.
- D. Discussion and consideration of placing lawsuit updates and information on the website – the board discussed this matter and after a great of discussion it was decided to table the matter and have a draft to review at the next meeting.
- E. Discussion and consideration of the Cibolo Trails Business Case – Cibolo Trails HOA has put the vote out to their membership concerning the conveyance of the property to FORHA. When the results are available, we will meet again to determine how to handle the matter. It was decided to add this matter to the December Agenda to discuss after the results of the Cibolo Trails HOA member vote.
- F. Discussion and consideration of the use of the Vestal Phase Part 2 contingency budget – Sara announced that the project was on track and there had been no change orders required. She would like the board to approve release of some of the contingency funds to do the following, \$7200 for signage at the park, \$1300 to prune and clean up trees, \$2200 for repairs to the area where people had been parking during construction of the parking lot, and \$1200 for the clean up of the Peace Tree for a total of \$11,900. She made a motion to release a total of \$12,000 to bring Phase 2 closer to completion, Biff Chesworth seconded the motion. Following additional discussion the board voted Sara Federico – aye, Rene Gallegos – aye, Biff Chesworth – aye, Buddy Preuss – aye, Chesley Muenchow – aye, Allison Clark – aye, Carolyn Knopf – aye, Beki Hutchison – nay and Kristen Koronczok did not vote and had previously left the meeting. The motion passed 7 to 1.
- G. Discussion and consideration of creating a Policy and Procedures Committee – after discussion it was decided to table this matter until the January 2021 meeting when the new board of directors would be in place.

VI. EXECUTIVE SESSION – at 9:15 pm Buddy Preuss moved that the Board move into executive session in accordance with the agenda. Chelsey Muenchow seconded, and the board left the zoom meeting to enter the executive session meeting. At 9:45pm Buddy Pruess moved that the Board of Directors leave executive session, Beki Hutchison seconded.

VII. RECONVENE OPEN SESSION – at 9:47 pm the Board of Directors returned to open session and stated that they had been in executive session to discuss a legal matter related to the lawsuit and the annual meeting. No votes were taken, and no decision was made

VIII. ANNOUNCEMENTS

- A. November 11, 2020 – Veteran’s Day
- B. November 19, 2020 – FORHA 2020 Annual Meeting of Members via Zoom at 7:00 pm.
- C. November 29, 2020 – Peace Tree Lighting at 6:00 pm (masks required)
- D. December 8, 2020 – FORHA December BOD Meeting via Zoom at 7:00 pm

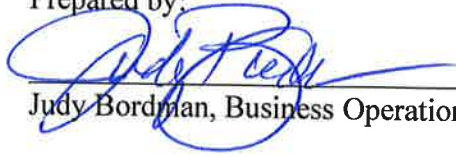
IX. ADJOURNMENT – at 9:55 pm Beki Hutchison moved, and Sara Federico seconded, there being no further business the meeting was adjourned.

Submitted by:



Frank Chesworth, Secretary

Prepared by:



Judy Bordman, Business Operations Manager