

February 09, 2021, 7:00 p.m.
Virtual Meeting via Zoom

- I. CALL TO ORDER** – Carolyn Knopf, President, called the meeting to order at 7:00 p.m. Directors attending were Beki Hutchison, Chesley Muenchow, Sara Federico, Rene Gallegos, Teal Harris, Kristen Koronczok, Colby Sample and Allison Clark. Guests attending were Wes Pieper (personal representative of Bob Sousa), Christine Graham, Ken Nichols, Jan & Nick DiCianni, Candi Robinson, Rich Nichols, Karen Maxton, Kyle Stanbro, Shelley Nabor, Al McDavid, Greg Buschman, Matthew Riebel, Mary Jaster, Amanda Salinas, and Jaci Sprencl.
- II. GUEST COMMENTS** –Guest comments began around 7:01 pm. Guest Comments ended at 7:07pm.
- III. APPROVAL OF MINUTES** – The January 12, 2020 meeting minutes were needed before the February meeting and therefore approved via email in order to provide them to the bank for the change in officers. The minutes were approved unanimously.
- IV. REPORTS**
- A. President’s Report – President Knopf reminded everyone that FORHA is still following city orders and since no large groups are allowed without permission from the Mayor, at this time we are not accepting reservations for the parks.
 - B. Treasurer’s Report –Treasurer Chesley Muenchow stated that 2020 ended underbudget with 98.8% of the annual assessments being collected. We are in the process of updating bank information and once that is done, we will be purchasing CDs to put more money into the replacement funds. She also announced she is in the process of obtaining estimates for a Reserve Study.
 - C. Parks & Trails – Sara Federico reminded everyone that the parks and trails are not places to dump rubbish and trash. There have been issues of dumping, signage being used for target practice and use of motor vehicles in the parks and on the trails. Please remember to pick up after your dogs and keep them on a leash. Large boulders have been placed to stop motor vehicle traffic into Cibolo Trails Nature Park. Vestal Park will be completed when the sign is installed. It has been returned to fabricators as the original was not done according to specifications.
 - D. Communications – Kristen Koronczok asked Jan DiCianni to speak as Kristen was not able to attend the last committee meeting. Welcome packets have been put together and are ready for distribution. There is an electronic version of Fair Oaks Living on the website. Meeting highlights are being prepared to go out each month and the committee is working on putting a monthly newsletter together. Directories are still available at the office.
 - E. Insurance – Beki Hutchison reminded all that the renewal for our policies was in April and that we have been in touch with our agent. The current D&O coverage has been non-renewed due to claims from the lawsuit and we are not looking for other options such as new terms or a new company. More will be provided as information becomes available.
 - F. Governance – Chesley stated no report until the committee has chairs elected and members appointed.
 - G. Cibolo Trails HOA Property Conveyance – Beki Hutchison stated the MOU had been approved and signed. The engineers have been out and started the field work. We are now working on paperwork with the city and moving forward to closing on the conveyance.

V. DISCUSSION/CONSIDERATION ITEM

A. Discussion and consideration of Deer Meadow Estates HOA to put surveillance cameras on FORHA property – Karen Maxton, President of Deer Meadow Estates HOA requested permission from the BOD to place a pole on the northside of the bridge on property belonging to FORHA. The pole would have a camera and FLOCK system and would be maintained by DME and FLOCK. The DME HOA has approved the installation of this system. A motion was made by Kristen Koronczok to approve DME installing a pole with the FLOCK system at the entrance to DME contingent upon putting into place a MOU with an indemnity clause. Teal Harris seconded the motion. A role call vote was taken as follows:

A.Clark -	Yes	S.Federico-	Abstain
R.Gallegos -	Abstain	T.Harris -	Yes
B.Hutchison -	No	C.Knopf -	Yes
K.Koronczok-	Yes	C.Muenchow –	No
C.Sample-	Yes		

Vote was 5 yes to 2 no and 2 abstaining. The motion passed. MOU leads will be Beki Hutchison and Karen Maxton.

B. Discussion and consideration of releasing funds for Boots Phase 1 engagement with park architect and engineer – Sara Federico presented a business case to request the release of funds to engage the civil engineer and landscape architect for the budgeted Boots Phase 1 project. After discussion, Carolyn Knopf moved to approve the release of \$9000 to engage the civil engineer and landscape architect. Colby Sample seconded the motion. A role call vote was taken as follows:

A.Clark -	No	S.Federico -	Yes
R.Gallegos -	Yes	T.Harris -	Yes
B.Hutchison -	No	C.Knopf -	Yes
K.Koronczok -	Yes	C.Muenchow -	Yes
C.Sample -	Yes		

Vote was 7 yes to 2 no. The motion passed.

C. Discussion and consideration of approving charter and business case for governance committee – Chesley Muenchow presented a drafted charter for the governance committee. She also mentioned what she thought costs for this committee might be. After considerable discussion, Chesley Muenchow moved to approve the charter as written, Beki Hutchison seconded. A role call vote was taken as follows:

A.Clark -	Yes	S.Federico -	No
R.Gallegos -	No	T.Harris -	No
B.Hutchison -	Yes	C.Knopf -	No
K.Koronczok -	abstain – no vote	C.Muenchow -	Yes
C.Sample -	Yes		

Vote was 4 yes and 4 no. Due to a tie, the motion did not pass.

After further discussion Carolyn suggested amending the motion to approve with a modification of the committee members to 2 members of the BOD and 4 at large members. The BOD members would serve as the Chair and Co-Chair of the committee and would be designated by the BOD. The committee would be chosen by the Chair and Co-Chair. Carolyn then moved to adjust Chesley's original motion as stated above, Beki seconded. A role call vote was taken as follows:

A.Clark -	Yes	S.Federico -	Yes
R.Gallegos -	Yes	T.Harris -	Yes
B.Hutchison -	Yes	C.Knopf -	Yes
K.Koronczok -	abstain – no vote	C.Muenchow -	No
C.Sample -	Yes		

Vote was 7 yes and 1 no. Motion passed.

D. Discussion and consideration of the reallocation of budgeted funds for the conveyance of the property from Cibolo Trails HOA – this item was removed as it was dealt with at the January meeting.


VI. EXECUTIVE SESSION – was not needed and not held.

VII. ANNOUNCEMENTS

- A. Directories are available at the FORHA Office. They will be available on a table outside of the office during normal business hours, so please come by and pick one up if you do not have one.
- B. February 15, 2021 – President's Day – FORHA Office Closed
- C. March 9, 2021 – FORHA Board Meeting via Zoom at 7:00 pm
- D. Adopt a Highway – March 27 with April 10th as a rain date.

VIII. ADJOURNMENT – at 9:04 pm Beki Hutchison moved, and Chesley Muenchow seconded, there being no further business the meeting was adjourned.

Submitted by:


Carolyn Knopf, President

Prepared by:


Judy B. Sarate, Business Operations Manager