

Minutes
11 July 2023
Foxvale Farm Homeowners' Association
HOA Board Meeting

HOA Board Members	Present?
Dolly Whelan	Y
Ann Kainec	Y
Linda Koppier	Y
Randy Long	
Josh Powers	Y
Jordan Sembower	Y
Megan Stinson	
Matt Westbrook	
Laszlo Zsidai	Y
Architecture Control Committee (ACC) Members in Attendance	
Brian Kainec	

Agenda:

- Approval of June 2023 HOA Board meeting minutes
- Treasurer's Report
- HOA Board Membership Change
- HOA Fence
- HOA Finances
- New HOA Newsletter
- Brainstorming Ideas for Neighborhood Improvements

Discussion:

- The meeting was called to order at 7:12 pm.
- The minutes for the June HOA Board meeting were approved.
- Treasurer's Report
 - All ledgers are current and account balances are as expected at this point in the year.
 - The Treasurer's job is being transitioned to Ms. Stinson.
 - Mr. Tom Hixon and Ms. Kainec currently have signature authority for the Truist Bank account. With the changes to the board membership, Mr. Zsidai and Ms. Stinson will need to go to the bank to become signatories on the account.
 - Mr. Hixon has the second key to the post office box, which needs to be returned to the HOA Board. Ms. Kainec will give the key in her possession to Ms. Stinson.

- HOA Board Membership Change
 - Ms. Ann Kainec is stepping down from the HOA Board. The motion was made for Mr. Brian Kainec to take her place on the board for the remainder of her term. The motion was seconded and then passed unanimously. Ms. Kainec will replace Mr. Kainec on the ACC.
- HOA Fence
 - At the annual HOA Homeowners' meeting, Mr. David Whelan agreed to determine the maintenance status of the white fences along the HOA's perimeter on Georgetown Pike and Springvale Rd. and report back to the ACC. Mr. Whelan drafted a letter for the ACC to send to the three homeowners involved who need to paint and otherwise maintain their white fences along the perimeter. The ACC will review/revise the letter, as appropriate. It was discussed that these letters will be sent under the ACC's signature with an endorsement from the HOA Board.
 - The fence post caps need to be replaced. There are funds in the Fence Maintenance fund. The idea from Mr. Hans Koppier to use PVC board for the fence post caps was discussed. The replacement could be done by volunteers in the neighborhood using materials purchased by the HOA Board or by a contractor (e.g. Sullivan Landscaping). The action was assigned to Mr. Kainec to get a contractor quote and, alternatively, estimate cost for the HOA to purchase materials. If it is decided to use volunteers, Mr. Kainec volunteered to organize that effort.
- HOA Finances
 - During the annual HOA Homeowners' meeting, it was recommended that the HOA Board look into investing in CDs. The HOA currently has approximately \$90,000 in cash. The HOA expenditures are not evenly spread throughout the year so cash liquidity needs to be carefully managed. It was decided that the treasurer, with help from other members, should look into the options for short term investments. Mr. Sembower offered to research short term CDs and get back to the HOA Board.
 - In addition, the HOA may want to move the checking account to another bank. Ms. Whelan and Mr. Kainec will look into options for a new bank.
- New HOA Newsletter
 - Mr. Kainec has a draft version for a quarterly HOA newsletter called "The Foxy Gazette." There are several sections, including neighborhood highlights and introductions of new neighbors. He also included 2 advertising spaces to help defray the cost of the newsletter and plans to have kids in the neighborhood

hand-deliver the newsletter to involve them in the project. The HOA Board endorsed the newsletter’s creation and planned content.

- Brainstorming Ideas for Neighborhood Improvements
 - Bat houses to attract bats to help control insects. A large bat house can hold 70 bats and is relatively inexpensive.
 - Drainage issues to be addressed in the longer term.
 - Long-term tree maintenance plan. Many trees, particularly white pines and silver maples, are nearing the end of their life spans, 40 and 45 years, respectively. The HOA Board should look into a long-term tree maintenance plan to replace the trees.
 - Additional landscaped spots like the bus stop at the corner of Riva Ridge and Wynkoop, possibly at the bench at the entrance at Wynkoop and Springvale, and around the pond.
 - Updated signage around the pond denoting that it is private property.
 - Playground in a common area with simple structures in keeping with the nature of the neighborhood.
 - A gazebo in a common area for neighborhood gatherings and for families to use for picnics.
 - An adopted tree program to re-populate trees. Neighbors could adopt a new tree when planted to ensure it is watered well for its first year.
 - Wildflower areas to help with common area flooding.
- The motion to adjourn was unanimously accepted and passed and the meeting was adjourned at 8:06 PM. The next scheduled meeting of the HOA Board will be held 12 September at the Great Falls Library.

Action Items

#	Created / Closed	Action
2023-1	6/13/2023	Determine the status of fences along the HOA’s perimeter on Georgetown Pike and Springvale Rd. and report back to the ACC. Assigned: David Whelan 7/11/2023: ACC has draft letter to review/edit that will be sent to the homeowners responsible for the needed maintenance.
2023-2	7/11/2023	Obtain key to the HOA’s post office box from Tom Hixon. Assigned: Laszlo Zsidai
2023-3	7/11/2023	Get a quote for replacing the HOA fence post caps with PVC board from a contractor and, alternatively, estimate cost for the HOA to purchase materials and have HOA volunteers do the work. Assigned: Brian Kainec

#	Created / Closed	Action
2023-4	7/11/2023	Look into options for short term CDs in which to invest cash not imminently needed. Assigned: Jordan Sembower
2023-5	7/11/2023	Look into other banks for the HOA checking account. Assigned: Dolly Whelan, Brian Kainec