

FSPHA July Board Meeting: Meeting Notes – August 26th, 2025

Date: Aug. 26th, 2025

Location: Library

Members Present: Clay Hansen, Sandie Gaylinn, Alden Hough, Shawn Clouse

Members Absent: Emily Moss, Jamal Milner, Arnoldo Espinosa

Guests Present: None

Call to Order: 6:00 p.m. – confirmed quorum

Common Area Report: (Jamal Milner):

- The attendees summarized written updates provided by Jamal regarding landscape priorities, specific property concerns such as the swamp at 1468, and discussed the board's responsibilities and possible actions for property maintenance, including considering group walkthroughs for property assessments.
 - Jamal provided an update redefining landscape focus areas and identifying hotspots, including communication with the Sugarman's about poison ivy and overgrowth, clarifying that certain maintenance is the homeowner's responsibility.
 - The group discussed a persistent swamp between 1468 and 1467 Monterey Drive, caused by a natural spring, with concerns about property damage, mosquitoes, and inadequate drainage. Sandie offered excess landscaping rock for homeowner's remediation, and the group considered options such as trenching and installing drains, while noting the need to avoid interfering with utilities.
 - The homeowners have since reached out to the County and they are assisting in looking into the matter
 - Regular group walk-throughs are being recommended and will be reviewed in future meetings
 - Alden discussed plans to use reclaimed wood from his deck to repair a neighborhood bridge, agreed to add a second railing for safety, and voted to proceed with the project as long as no permits are required (only replacing existing boards).

Treasurer (Accts Payable): (Alden):

- Checking Account Balance: \$56,519.87
- Savings Account Balance: \$36,399
- Budget:
 - Alden indicated that funds had been moved to the 'Fencing fund' and that we need to order new checks
 - Alden will be working with Arnoldo to provide 'back-up' for the Accounts Payable functions

Finance Secretary (Accts Receivable): (Sandie / Clay)

- As of August 26th, there were 27 unpaid invoices, with two accounts more than a year overdue (*one being a household going through bankruptcy*). However, all but one of the 9 severely overdue accounts have become current.
- Clay raised the need to re-engage the bankruptcy attorney after the property tax auction was canceled, with plans to inquire about retainer costs and next steps for collections, and to introduce Sandie to the case details.

- Sandie will be working with Clay to learn the online dues processes and overall dues collection monitoring
- Shawn provided updates to the mailing list to include all the new homeowners on Monterey Drive

Secretary: (Shawn)

- Monthly board meeting dates have been scheduled through Nov. 2025.
- No meeting will be scheduled for December. We pick up again in January
- Future meetings will be scheduled on Mondays to better align with everyone's availability
- Shawn requested that all board members confirm receipt of meeting minutes and other updates via email to ensure everyone is informed, noting issues with emails going to junk folders, and will send calendar invites through Outlook to improve awareness and meeting attendance.
- Shawn will also be making adjustments to the FSPHA site

Architecture: (Emily)

- The board reviewed a recent architectural change request from a new resident for window and door replacements, and confirmed compliance with guidelines. The group reviewed the process for submitting and documenting such requests with new members.
- The group discussed several households that continue to ignore letters about garbage can storage, yard maintenance, and general upkeep.
- The group also discussed scheduling regular group-neighborhood-walk-throughs, to collectively review and document property issues (e.g., *siding issues, ivy on walls, missing shingles, yard maint. issues*), and send photos and addresses to Emily for follow-up letters, ensuring copies are kept for board records.
- The group will follow up with Emily and discuss progress at the next meeting.

President's Report: (Clay)

- Clay welcomed Sandie Gaylinn to the board, as she was voted in to take on the role of Finance Secretary. (Clay took on the function after the previous member left the board last June)

Adjourn: 7:10 p.m.

Future Board Meeting Schedule - *subject to change:*

- Monday, October 27th, 6:00 pm, Library Meeting Room
- Monday, November 17th, 6:00 pm, Library Meeting Room
- No December meeting