

**Forest Trail Unit One Board Meeting  
Minutes  
October 7, 2023, 10:00 AM  
Home of Jennifer Way**

**Board Members in Attendance**  
Jennifer Way, President

Steve Grumkoski, Director  
Shelley Moore, Treasurer

Jeff Kerr, Director (AC Chair)  
Chris Coleman, Secretary

**Call to Order and Welcome**

The meeting was called to order at 10:00 AM

**Approval of Minutes from June 24, 2023**

Minutes from June 24, 2023 were reviewed. Motion was made by Shelley Moore and seconded by Jennifer Way to approve the minutes. The minutes were unanimously approved by Steve, Jennifer and Jeff.

**New Business**

- Greenbelt/Common area cleaning/maintenance - Jennifer stated that a bid for this project was submitted by Mogollon Tree Service. They have provided this service for the HOA in the past and are licensed and insured. No other bids were received. A motion was made by Jeff Kerr and seconded by Jennifer way to accept the bid by Mogollon Tree Service for a full cleaning, including dead tree removal, of the common areas with a limit of spending no more than \$4550. The motion was unanimously approved.
- Architectural Committee voting – Biographies were submitted by Richard Worden and Bruce Nester who are interested in being on the architectural committee. A motion was made by Jennifer and seconded by Shelley to appoint Richard Worden. The motion was unanimously approved. It was also discussed that Bruce Nester would be considered in the event a current committee member was unable to continue.
- Greenhouses – Chris Coleman was approached by a property owner asking about greenhouses. It was agreed by the Board that any property owner considering a greenhouse should submit their request to the architectural committee for review.
- Annual Dues - The subject of the annual dues was brought up by property owner, Brian Parker. It was discussed that some residents don't use email and may not receive their notices. There was discussion on if both email and hard copy notices could be sent. It was noted by Jennifer and Shelley that it would be helpful to get a list of owners by lot number for follow up.

**Old Business**

- Property sales - Shelley stated that currently there is no transfer fee to the HOA when a property is sold. It currently defaults to the seller. Shelley is going to contact Drew Management Company to get more information on how this process is handled and how funds are managed when a property is sold.
- Fine Schedule – It is the Jennifer's understanding that the CC&R's override the Bi-Laws. She is still waiting to hear back from Debbie Rudd, board liaison, to confirm this information.

### **Treasurer's Report**

Shelley Moore reported that as of July 31, 2023 there was \$19,469.21 in the checking account and \$22,180.18 in the savings account for a total of \$41,649.39. Shelley stated there were \$3,010.00 in unpaid dues and \$230.00 in paid ahead dues. A motion was made by Steve Grumkoski to accept the treasurer's report and seconded by Jennifer. The motion was unanimously approved. Shelley is contacting the management company to make sure she's able to get updated and all bank statements.

### **Architectural Committee Report – by Jeff Kerr**

- Lot 121 was approved for an addition
- Lot 119 was approved for an addition to the front of the house
- The lot at the corner of Forest Park and Ransack has sold. Jeff Kerr has met and spoken with new owner. Building plans are being submitted which include a shed (being built at same time as house).

### **Meeting Schedule for 2024**

February 10<sup>th</sup>

May 4<sup>th</sup>

June 15<sup>th</sup> (short meeting)

July 27<sup>th</sup> (Annual Picnic/meeting)

We are hoping to meet at the Fire Station. Location to be confirmed prior to meeting.

### **Adjournment**

The meeting was adjourned at 11:17 AM.

Submitted by Chris Coleman, Secretary  
10/07/2023