Informal notes from exec board mtg 9/29/2020

1. Foreside Commons Home Owners Association (FCHOA) review and clarification of the Board of Directors roles and responsibilities
2. The Treasurer working directly with the President of the FCHOA is responsible all financial matters concerning the Foreside Commons HOA. These responsibilities include:

* Preparation of the Foreside Commons HOA fiscal year budget(s).
* FCHOA Annual Expenditure Payment Reports.
* Preparation of FCHOA Annual Reconciliation report (could be combined with Annual Expenditure Payment Reports
* Management of Debit Card(s) and M&T Banking account relationship.
* Issuing, collection and accounting for FCHOA yearly membership dues on or before April 1 of each CY year.
* Payment and accounting for all government fees and FCHOA corporate expenditures and other expenses as required.
* Preparation as needed of financial spread sheets required to evaluate and analyze financial requirements of FCHOA in managing and making informed decisions in managing effectively FCHOA activities.

1. The Secretary working directly with the President of the FCHOA is responsible all administrational matters other than financial matters (articulated above) concerning the Foreside Commons HOA. These responsibilities include:

* Recording and publishing of the minutes from all Board of Directors (BOD) meetings, HOA annual meeting and other ad hoc HOA meeting as required.
* Working with the FCHOA President to represent FCHOA interests with the Town of Ocean View, Sussex County and the State of Delaware.
* Tracking and reporting to the FCBOD on zoning and town and county council meeting activities and legislative initiatives of interest to FCHOA at the Town of Ocean View and Sussex County.
* Working with the FCBOD develop position papers and represent FCHOA at town and county meeting
* Become FCHOA with town and county administrative organizations

1. Therese Weise will change legal address of FCHOA to 2 Foreside Ct-main benefit is to have DE address for association and to facilitate getting paperwork if necessary from the DE franchise tax bill.
2. Update lot owners names and contact info. Ken will send all current email addresses including Larrimores to Therese Weise
3. (Nb-ken, did you want me to send out an email asking for this info and compiling a list? If so, send me the emails also and I will send out an email and get the list made.)
4. Therese Weise is going to work with the bank on getting the appropriate number of debit cards.
5. We will eliminate the $2 month charge from M&T; statements will be received electronically
6. Therese Weise will ask Jerrod Steele to give lawn cutting statements directly to her for payment.
7. Dues stay at $100 per lot (with Gordon Wood grandfathered exception) and are collected between Jan 1 and April 1.
8. On or about Oct 12, heavy equipment will be visible in the neighborhood to begin the installation of an electrical cable under Whites Creek. Anticipated completion is approx Oct 23, and fCHOA will monitor that clean up and removal of equipment is satisfactory.
9. Ken Jones will contract Ken [Cimino](mailto:admintov@oceanviewde.com) - Planning, Zoning & Development Director to arrange for community briefing on the Ocean View ‘s CY2021 plans for sidewalks and speed limits improvements

Minutes of FCHOA meeting

Saturday, September 26, 2020

1. Welcome to new neighbors Ken and Muriel Lattimore; new owners of the lot at the corner of Daisey and Foreside, previously owned by Jim and Carol Smolen. Ken is a hs teacher and Muriel is a labor and delivery nurse who plan to build in approx 4 years.
2. President Ken Jones announced that Ken Simone, head of Public Works for the town of Ocean View will present the Town’s plan at a meeting shortly. The plan has some implications for our neighborhood (possible sidewalks, for example), so association officers will attend the (Zoom) meeting.
3. A 7-0 voice vote was taken, electing Terese Weise as Treasurer. She will take Nancy Ryan’s place in this capacity; Nancy will remain on the board as Secretary.
4. The FCHOA picnic which was postponed in 2020 due to covid concerns will tentatively take place on June 26, 2021 at Nancy Ryan’s house.
5. The installation of an electrical cable under White’s Creek will begin on or around Oct 12, with the project ending approx Oct 23. The cable will come up between the Seaman property and the community dock.
6. A presentation was made to former neighbor Larry Biasotto in recognition of his long service to the board and neighborhood from the neighborhood’s inception. He was gifted with a framed certificate acknowledging his service and a gift was made in his name to Project Hope which assists with hurricane relief efforts in Puerto Rico.

The meeting was cut short by technical problems with the Zoom call. No new business was presented.