

**Frisco Ridge Board Meeting Minutes**  
**Feb 12, 2021**  
Submitted by Lori Philo-Cook, Vice President

**HOA Board Transition Meeting**

The Board meeting was called to order by David Eggleston at 10:00am.

**Present:** President David Eggleston, Vice President Lori Philo-Cook, Jonathon Leidy, Treasurer, and newly elected Board members Angela Freeman, Shane Jackson, Jarrod Pierce and Jesse Puckett.

This meeting was called so that previous Board members could share information about ongoing projects and so that new Board officers could be elected.

**Board Member Responsibilities**

David reviewed the responsibilities of Board members that Lori drafted: it includes the brief statements outlined in the Frisco Ridge By-Laws, duties that have evolved over the last three years, as well as a few responsibilities that have not been assigned in the past. The goal is to spread the workload so that all members of the Board share the workload. David answered questions about the Board's work.

**New Board and Committee Liaison Positions**

David stated that he is here to help the new Board and is willing to act in any capacity the Board wishes. David then asked what positions each Board member might be interested in Angela was quick to offer to be Treasurer and she was approved. No one was interested in being the Secretary, so David offered to do that. The only overlap was in the President and Vice President position, but that was worked out through discussion.

Following that discussion, the new Board members worked out which Committee they would like to work with.

**The Board officers and their Committee Liaison positions for 2022 are as follows:**

- President: Jarrod Pierce, and Liaison to the Safety & Compliance Committee
- Vice President: Jesse Puckett, and Liaison to the Event Planning Committee
- Secretary: David Eggleston, and Liaison to the Welcome Committee
- Treasurer: Angela Freeman, and Liaison to the Parks, Landscaping and Commons Committee
- Member-at-large: Shane Jackson, and Liaison to Communications

**Lori Philo-Cook reviewed the projects she is still working on and will complete for the new Board:**

- Email year-end and January financial reports from White Management to the Treasurer
- Having issues with PayPal on the website. Will work to resolve them.

- Draft and email January 2022 Board Meeting Minutes
- Draft and email minutes for this meeting
- Draft and email the Board duties document to all new Board members
- Draft and email the Annual Meeting Minutes
- Post photos and titles of new Board members to website (need a photo for everyone and the personal phone number of those Board members who are willing to post it on the Board page).
- Will forward budget requests she has from some committees.
- Will go through minutes and post Board clarifications from last two years on website. (David explained that when Covenants are not clear, the Board has the option to vote on a written clarification to the Covenants.)
- As promised at the Annual Meeting, Lori will write a template letter for FR homeowners to personalize and send to City Council members. Lori recommends that they be sent to all Council members, but some may choose to only send to Frisco Ridge Council members. Currently Donna Yanda (Branch Line only) and Aric Gilliland (rest of Frisco Ridge).

### **HOA Letter**

There was some discussion about also addressing another issue in the letter: the fact that the developer never gave our HOA ownership of the land where two of our three entrance signs are located, nor the land where HOA utilities and sprinkler system, and the sprinkler system control box are located. (We have been mowing and watering this land for many years.) Lori suggested that she could reference it but it might be better if the Board addressed it in more detail in a separate letter.

Angela pointed out that there are tons of kids who play outside (near the Vandament entrance) and in that general area, and if people are cutting through to access businesses off Frisco Ridge Drive, that is also a safety issue.

### **Minor Committee Changes**

Lori also pointed out that one change in Welcome Committee responsibilities is maintaining the HOA email list (are already doing it because they get new homeowner info). And a second change is making the Safety & Compliance Committee responsible for stop signs since it is a neighborhood safety issue.

### **Treasurer Transition**

Jonathon offered to meet with Angela, the new Treasurer, and go over responsibilities and give her some tips.

### **Clarifying HOA Land Ownership**

The new Board wanted more information about what land is owned by the subdivision and what is now commercial property. Jonathon offered to do a tour with the new Board and point out areas we maintain but don't own. He also offered to provide information to them about

finding city easements in our subdivision. Everyone was interested, so Jonathon said he would meet everyone at the park at 11:30am today.

### **Email Issues**

Lori informed the new Board that there is an issue with the HOA email box, and it appears we are locked out. She also stated that at this time no one has access to the box and there have been issues with adding people over the last couple of years. Jonathon reported that when Pam could not get in on the night of the Annual Meeting, she tried multiple passwords and got locked out, so he changed the password. (She had been able to access it earlier in the day.) He also stated that the email box requires new verification on multiple devices and that only two people seem to be able to have access at any given time.

*Note: At minimum, the President, the Secretary and the Welcome Committee Chair all need access. Ideally, all Board members would have access to email coming into the box, so they can respond as needed.*

Jonathon stated that there is some liability for the Board if they are using personal email for the HOA. (In 2020, the Board stated ccing the Frisco Ridge email ([friscoridge@gmail.com](mailto:friscoridge@gmail.com)) so that all emails are in the Frisco Ridge email box to alleviate this problem.) Jonathon recommended that we have an email system where each Board member has his/her own email address. Lori said that was beyond her technical capabilities unless we want to pay for an email service. It was suggested we could do a new email address with friscoridge66 in it.

### **Next Board Meeting**

There was a discussion about the next regular Board meeting date: Feb or March. Lori pointed out that work on the 2022 budget would be better sooner rather than later so Committees know what they can spend. Usually, the discussion starts in February and then the Board can approve the budget at the March meeting. Jarrod stated that he would prefer to meet again in February. David mentioned that the meetings have been taking place on the 3<sup>rd</sup> Saturday of the month at 10am. Everyone felt that was a good time. **The next meeting will be Saturday, Feb 19 at 10am via Zoom.**

### **Adjournment**

The meeting was adjourned by Jarrod at 11:08am

