

**THE GARDENS AT HERITAGE GREEN
CONDOMINIUM ASSOCIATION, INC.**

**Minutes of the Board Meeting
Monday, October 14, 2013**

The Board of Directors of The Gardens at Heritage Green Condominium Association, Inc. met on Monday, October 14, 2013 at Keller Williams, 1200 Premier Drive, Chattanooga, Tennessee 37421 from 6:00 pm – 7:15 pm.

Attendance is as follows:

Norman R. Miller – President (present)
Jack Carney – Vice President (present)
Judy Webster – Treasurer (present)
Ursula Jenkins - Secretary (present)
JoAnne Harbort – Chair Finance/Accounting Committee (present)
Margaret Lorimer – Chair Landscape Committee (absent)
Kenny Burnette – Chair Insurance/Asset Management Committee (present)
Lynda Hendrickson – Chair Architectural Committee (present)

Agenda for 9/16/13 meeting is attached.

Unit Owners/Guests in attendance: None.

Norm Miller called the meeting to order. The meeting commenced at 6:00 p.m.

The following items were addressed:

1. Minutes. The Minutes for the previous 9/16/13 regular board meeting were reviewed and are attached. Motion to approve the minutes was made by Joanne Harbort, seconded by Jack Carney and unanimously approved by the Board.
2. Landscape/Maintenance Committee. Ursula Jenkins presented the Board with the Landscape/Common Area Committee report. (Landscape report attached). A motion was made to approve Margaret Lorimer as new landscape chair. Motion to approve Margaret Lorimer as new Landscape Chair was made by Joanne Harbort, seconded by Jack Carney and unanimously approved by the Board.
 - Some discussion regarding Fine Lines. They will mow entire complex this week except fescue grass. Will start pruning this week. Will be asked to start at back of neighborhood and work forward. Door hangers still need to be placed on doors.
 - Once bushes are trimmed back, per Fine Lines contract they need to keep up with trimming/maintaining
 - Sod was approved for units on list. (attached)
 - Irrigation issues at 769 - work to be done by Rain Dance approved. (attached). Will be done next couple of weeks.
 - Fines Lines has begun aeration/overseeding in front fescue.
 - We have allowed for 5 sprayings by Tru Green in the new 2014 budget. Ursula contacted Tru Green. Had one spraying in October. One to be done in late November. Tru Green will give us suggested list of work to be done for 2014.
 - Tim Morgan is to continue painting, trimming, maintenance work at Gardens.
 - Tim also to continue on other "to do items" on attached list time/weather allowing.

- Several unit owners would like bushes removed. Would work best in cooler weather so bushes have better chance of survival from being uprooted.
- Most bird's nests have been cleaned off of front porches and repellent applied.
- Board to look at mulch glue.- \$34 covers 1500 square feet. There are some units where roof is so steep that water overflows gutters and mulch is washed away.
- We have had satellite dishes removed off of roofs of 5 units. Need to look at 426 and 648.
- All gutters will be cleaned in the fall when Tim finishes painting.
- Tim to give us estimate to repaint front entrance sign - to be done in the Fall.
- List will be formed of units needing roof shingles tacked back in place. (2 to date. 1048 and 1054)
- Gate at 812 has been ordered. Order was lost so now reordered. Gate came in 10/14. Doesn't fit. Tim will just try to find board/panel to fit.
- We are to ask Tim for estimate to repair (fill in some of the cracks) for some of the concrete, especially in back right corner of complex.
- Jody Millard are done with outside treatment of all units. Suggested we give unit owners 2 dates where they will be out to inspect garages. Board discussed. Because of safety reasons, we need to set up date for inside inspections. Need to post at postal unit and have owners contact Jody Millard or Jody Millard just needs to come out and knock on doors. Do not want doors open due to potential theft.
- Lady Bug continues to come out to complex to spray inside of units regarding ants.
- Board received bid from Sentinel Pest Control Company. (Attached). Sentinel would spray for bugs, etc. and take care of termites for \$750 per month totaling \$9,000 per year. Jody Millard is currently providing termite control for \$645/month and Lady Bug is providing bug spraying for \$350/month totaling \$11,940 per year. We would start all over again if we chose Sentinel. Ursula to request what bond for termites looks like from both companies. Tabled decision til November board meeting.
- Bushes need to be removed from 806 (transfer 2), 814 (1 dead bush), 1022 (transfer bushes). Bush needs to be replaced at 507 (dead one previously pulled).

Motion to approve Landscape Committee report was made by Lynda Hendrickson, seconded by Joanne Harbort and unanimously approved by the Board.

3. Architectural Committee. Lynda Hendrickson was present and reported there was no report Lynda to contact a company regarding decorating front.

4. Insurance/Asset Committee. Kenny Burnette was present and reported there was no report.

5. Finance/Accounting Committee. JoAnne Harbort gave the Finance/Accounting Committee report. A/R is in good shape. April Anderson (321) to be turned over to Gayle Lattimore/collections. She is currently 2 months behind.

Motion to approve the Finance/Accounting Committee report was made by Kenny Burnette, seconded by Jack Carney and unanimously approved by the Board.

6. Treasurer. Judy Webster gave the Treasurer's report. (Copy of all financials attached to these minutes). The financials were reviewed, checks written were signed by 2 people. Judy Webster stated the accounts were properly reconciled.

Motion to approve Treasurer's Report was made by JoAnne Harbort, seconded by Lynda Hendrickson and unanimously approved by Board.

7. Miscellaneous Items.

- (a) 812-CM letter re: HOA/Board/Resident liability issues.
- (b) Alecia Chapman - contact at SunTrust regarding signatory cards for SunTrust CD. Alecia contacted HOA 10/15 and said no signatory cards are required.
- (c) 854 - Larry Sims - letter inquiring whereabouts of "No Parking in Grass" Gardens sign in side yard of unit at 854.
- (d) Richard Silvan to be contacted regarding updating Gardens address list for ordering of coupon books. As of 10/15 the list has been updated and returned back to Richard. Need to order coupon books by 11/22.

There being no further business the meeting was adjourned. Motion to approve was made by Lynda Hendrickson and seconded by Kenny Burnette.