

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

**Minutes of the Board Meeting  
Monday, October 20, 2014**

The Board of Directors of The Gardens at Heritage Green Condominium Association, Inc. met on Monday, October 20, 2014 at the home of Ursula Jenkins, 806 Callaway Court, Chattanooga, Tennessee 37421 from 6:00 pm – 7:00 pm.

Attendance is as follows:

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

Agenda for 10/20/2014 meeting is attached.

Unit Owners/Guests in attendance: None

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

1. Minutes. The Minutes for the September 15, 2014 regular board meeting were previously sent around via e-mail, reviewed by all and are attached to these minutes. Motion to approve the minutes were made by Jack Carney, seconded by JoAnne Harbort and unanimously approved by the Board.

2. Architectural Committee. Lynda Hendrickson gave the Architectural Committee Report. There was nothing to report. Ursula will send Fran McNeil (442) letter regarding improper fence installment.

Motion to approve Architectural Committee report was made by Kenny Burnette, seconded by JoAnne Harbort and unanimously approved by the Board.

3. Landscape/Maintenance Committee. Jack Carney presented the Board with the Landscape/Common Area Maintenance Committee report. Felker Landscaping is doing a great job. They have started re-pruning some bushes. They have worked in Gardens reseeding, aerating, etc. Mowing is slowing down. Tim continues to paint but has had rainy weather. The sprinklers should all be cut off at this time except for the very front which is still needed for fescue grass over seeding, etc.

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

4. Insurance/Asset Committee. There was no insurance report. We are awaiting a hard copy of the renewed policy which Kenny will provide us to scan into computer for website.

Motion to approve the Insurance/Asset Committee report was made by Lynda Hendrickson, seconded by JoAnne Harbort and unanimously approved by the Board.

5. Finance/Accounting Committee. JoAnne Harbort gave the Finance/Accounting Committee report. As of September 30 we had 5 people past due. Our past due unit owner continues to make attorney collection payments.

Per the Master Deed all dues are due on or before the 1st of each month. The board also unanimously approved moving the past due date from the 20th of each month to the 10th of each month beginning January 1, 2015. Late fees at that time will be assessed on the 10th for the 2015 year. We have had too many people paying in the middle of the month. Dues are due the 1st of each month. All Gardens bills are due the 1st of each month as well and must be timely paid. We are unable to do so if HOA dues are not timely paid at the first of each month.

Ursula will prepare amendment no. 5 to the bylaws stating the above and this will be filed with the Register's Office of Hamilton County, Tennessee. Also notice will be placed at postal unit closer to January 1, 2015.

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

6. Treasurer. JoAnne Harbort gave the Treasurer's report. (Copy of all financials attached to these minutes). The financials for September were previously reviewed by Judy Webster who also stated in the attached e-mail to these minutes that all checks written were signed by 2 people and all accounts were properly reconciled as well.

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

7. Other Business.

(a) Security cameras were discussed at length and ADT quote is attached. Board to look for other security companies to get bids to install cameras, etc.

(b) Jack Carney will get with accountant to get audit/compilation of past 5 years of Gardens financials which all can be found on the website.

There being no further business the meeting was adjourned. Motion to approve adjournment was made by Jack Carney and seconded by JoAnne Harbort.

The next board meeting will be Monday, 11/17 at Keller Williams at 6:00 p.m.