

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

**Minutes of the Board Meeting
Monday, November 17, 2014**

The Board of Directors of The Gardens at Heritage Green Condominium Association, Inc. met on Monday, November 17, 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 (present)
Judy Webster – Treasurer (present)
Ursula Jenkins Secretary (present)
JoAnne Harbort – Chair Finance/Accounting Committee (absent)
Jack Carney – Chair Landscape Committee (present)
Kenny Burnette – Chair Insurance/Asset Management Committee (present)
Lynda Hendrickson – Chair Architectural Committee (present)

Agenda for 11/17/2014 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 October 20, 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 Kenny Burnette and unanimously approved by the Board.

2. Architectural Committee. Lynda Hendrickson gave the Architectural Committee Report. A request was approved to install a privacy fence at #579 - Navel Patel. Dodie James at #466 will continue with fence installation previously requested by former owner, Lyn Sims. Frances McNeil at #442 has taken her fence down.

Motion to approve Architectural Committee report was made by Judy Webster, seconded by Margaret Lorimer 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 finished trimming up bushes. Will do leaf clean up when all leaves drop. Rain Dance was to have shut down all sprinklers and blown out the system and winterized. Tim continues to paint and do regular maintenance as weather permits. He will also place wreaths on front entrance for Christmas. Jack Carney to ask Bruce Simmons for quote on building structure in road to house surveillance equipment.

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

4. Insurance/Asset Committee. Kenny Burnette presented the Board with the Insurance Committee report. The new policy is now posted on the website. Some discussion of the payment schedule for insurance for

9/2014 - 9/2015. Ursula to provide Kenny copy of report for break down of units having been painted this past year.

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

5. Finance/Accounting Committee. Judy Webster gave the Finance/Accounting Committee report in Joanne's absence. As of October 31 we had 4 people past due. One former unit owner continues to make attorney collection payments. The owner of #173 was also turned into collections two weeks ago. He is three months past due. Ursula will also mail out notices to unit owners the week of 12/15 giving notice that the late date on the coupon books will reflect the 10th rather than the 20th of each month starting 1/1/2015.

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. Judy Webster gave the Treasurer's report. (Copy of all financials attached to these minutes). The financials for October were reviewed and Judy Webster stated 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) An ADS representative will be at next meeting to discuss cameras.

(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 Judy Webster.

The next board meeting will be Monday, 12/15 at 6:00 p.m.