

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

**Minutes of the Board Meeting
Monday, December 10, 2018**

The Board of Directors of The Gardens at Heritage Green Condominium Association, Inc. met on Monday, December 10, 2018 at Chattanooga Elks Lodge on Graysville Road from 6:00 pm – 7:40 pm.

Attendance is as follows:

Matt Brownfield – President (present)
Margaret Lorimer – Vice President (present)
Judy Webster – Treasurer (absent)
Ursula Jenkins-Turner - Secretary (present)
JoAnne Harbort – Chair Finance/Accounting Committee (present)
Jack Carney – Chair Landscape/Common Area Committee (present)
Dale Carney – Chair Insurance/Asset Management Committee (present)
Lynda Hendrickson – Chair Architectural Committee (present)

Unit owners in attendance: Allison Brownfield.

The meeting was called to order by Matt Brownfield.

1. Minutes. The Minutes for the previous November regular board meeting which was previously posted on the Gardens website for review was up for approval.
2. Architectural Committee. Per Lynda Hendrickson there was no report this month.
3. Landscape/Maintenance Committee. Jack Carney presented the Board with the Landscape/Common Area Maintenance Committee report. Andy Felker continues cleaning up yard, etc. There are approximately 57 dead bushes. List was previously given to Andy. Andy is in the process of removing dead bushes and replacing. Tim continues regular maintenance. The irrigation system has been shut down.
4. Insurance/Asset Committee. There was no insurance/asset committee report.
5. Finance/Accounting Committee. Joanne Harbort gave the Finance/Accounting Committee report. As of November 30, 2018 total A/R is \$391 and consists of late fees. Financials, A/R reports are all published at the Gardens Website, thegardensatheritagegreen.org.
6. Treasurer. Judy Webster was absent. The financials were perused by the Board. Joanne Harbort, in Judy's absence stated that all checks written were signed by 2 people and all accounts were properly reconciled as well. All financials have been posted at the website at the end of each month as well.

Motion was made by Matt Brownfield to approve all of the above, seconded by Lynda Hendrickson and unanimously approved by the Board.

7. Business.

(a) The Board has contemplated hiring a Property Management Company (CMA) to become effective February, 2019. Two representatives from Community Management Association were at our meeting -- Eric Banning and Ginger Wiley. The Board asked multiple questions of them regarding current vendors,

transitioning, finances, etc., etc. Upon much discussion the Board voted to hire CMA to conduct The Gardens future day to day operations beginning February 1, 2018. (All on Board voted for the CMA hiring - None opposed). Dues will not go up in 2018. CMA will be sending letters to all unit owners. They will be instituting new procedures as to HOA dues and collection thereof. (i.e. everyone will have their own account, etc. Unit owners will still be able to continue to use autopay or some form of electronic payment). CMA will attend our Annual HOA Meeting on February 5, 2019 at 6:00 a.m to introduce themselves to all unit owners.

(b) Prashant Dodda (925) requested rental of his unit. He is building a home and asked to rent his unit until a later date that his parents would move in. Rental of unit was denied based on fact it is not a hardship case and there is no amount of time given that he would rent until parents move in.

There being no further business the meeting was adjourned. Motion to approve adjournment was made by Margaret Lorimer and seconded by Joanne Harbort and unanimously approved by the Board.