

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

**Minutes of the Board Meeting
Monday, June 24, 2019**

The Board of Directors of The Gardens at Heritage Green Condominium Association, Inc. met on Monday, June 24, 2019 at Chattanooga Elks Lodge on Graysville Road from 6:00 pm – 6:45 pm.

Attendance is as follows:

Matt Brownfield – President (present)
Margaret Lorimer – Vice President (present)
Judy Webster – Treasurer (present)
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)

Unit owners in attendance: Mr. and Mrs. Albert Wallenhorst, Mrs. Nancy Appel, Mrs. Gerry Wallace, Sandy Wells and Gilbert Swartout, Jan Harbort, Melinda Blackman and Paula Brown.

The meeting was called to order by Matt Brownfield.

The meeting was started by Matt Brownfield who opened the floor for questions. There were a few sprinkler issues, timing of watering in zones, dead shrubs needing to be pulled. Also concrete in alleyway of 595 needs to be looked at and repaired. Some erosion of grassy areas in greenways where water runs through large pipes. Need to have rock and sand put down. Will ask Tim.

1. Minutes. The minutes of the previous April 30, 2019 regular board meeting were previously sent around via e-mail, reviewed by all.

Motion to approve the minutes were made by Judy Webster, seconded by Joanne Harbort and unanimously approved by the Board.

2. Architectural Committee. The Architectural Committee report was submitted by Margaret Lorimer. There were several items approved by the Architectural Committee and are listed below:

- (a) 549 - They replaced outdoor light.
- (b) 149 - Pergola approved.
- (c) 414 - Landscaped whole courtyard. Was completed by Holcomb.
- (d) 408 - Approved hot tub and free standing awning above the hot tub.
- (e) 804 - Approved painting of front porch.

Motion to approve the Architectural Committee report was made by Jack Carney, seconded by Judy Webster and unanimously approved by the Board

3. Landscape/Maintenance Committee. The Landscape/Maintenance Committee report was presented by Jack Carney. Felker Landscaping will start trimming bushes next Monday. Will be presented with a list of dead shrubs to be pulled. Several landscaping issues were addressed (above) by unit owners and will be taken care of. Tru Green keeps billing the HOA for \$2,000 per spraying. Jack will reiterate to them it should be \$1,500 not \$2,000. The Board has not approved \$2,000 per spraying. Sprinklers should be on

every other day (Tuesday, Thursday, Saturday) but not Wednesdays since that is mowing day. Several bushes and trees have been pulled this past month as well.

Motion to approve the Landscape/Maintenance Committee report was made by Margaret Lorimer and seconded by Joanne Harbort and unanimously approved by the Board.

4. Insurance/Asset Committee. Matt Brownfield gave the Insurance/Asset Committee report. As we were made aware at the last meeting, the HOA's first claim on roofs was denied. John Hall's company is working with a public appraiser to rebut our insurer's denial of our claim. John Hall to send out an independent appraiser to look at roofs in complex. We are also to get a couple of outside roofer appraisals as well to look at roofs to determine if we have had hail damage. (Matt will do this). We are to get back to the insurance company once the final appraisals have come in.

Motion to approve the Insurance/Asset Committee report was made by Dale Carney, seconded by Judy Webster and unanimously approved by the Board.

5. Finance/Accounting Committee. Joanne started to give the Finance/Accounting Report but Ursula interrupted with the AR report. As of today, 6/24/19 we are \$1,874.50 in arrears for HOA dues. Everyone has been sent a statement. One delinquent letter has also been sent. Two unit owners have responded that they are in the process of paying. We will look at AR again on 6/30/2019. We have asked our accountants, The Walls Group to do a compilation for the months we had turned over management to CMA. They will do this at \$200/per hour. A full audit would have cost \$6,000 + and we declined that procedure.

Motion to approve the Finance/Accounting Committee report was made by Dale Carney, seconded by Judy Webster and unanimously approved by the Board.

6. Treasurer Report. Judy Webster gave the Treasurer report. All accounts were reconciled. All checks have been signed by 2 board members. The A/R as of May 31, 2019 was \$1,508.00. More statements to go out later this month. Budget is looking good. Will ask Melissa (accountant) where she is placing the \$200 transfer fees for the new sale of units.

Motion to approve the Treasurer's report was made by Jack Carney, seconded by Judy Webster and unanimously approved by the Board

7. Other Business.

(a) A few months ago (at the March Board meeting) the board voted to start paying Ursula Jenkins once a month for all the work being done on the Gardens behalf. Matt Brownfield will form a new LLC named Gardens Management, LLC. This will be set up within the next few weeks so payment can start.

(b) Social Committee - The letter regarding the Social Committee was sent out by Kelly Elliott and also sent out e-bulletin and posted at the postal unit.

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