

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

**Minutes of the Board Meeting  
Monday, October 15, 2012**

The Board of Directors of The Gardens at Heritage Green Condominium Association, Inc. met on Monday, October 15, 2012 at Prudential Realty Center, East Brainerd Road, Chattanooga, Tennessee from 6:00 pm – 8:00 pm.

Attendance is as follows:

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

Agenda for 10/15/12 meeting is attached.

Norm Miller called the meeting to order. The meeting commenced at 6:00 p.m.  
One HOA Member was present - Don Wilson.

The following items were addressed:

1. Minutes. The Minutes for the previous 9/17/12 regular Board meeting were brought up for approval. Motion to approve minutes were made by Kenny Burnette, seconded by Marianne Schultz and unanimously approved by the Board. The minutes are attached.
2. Architectural Committee. Lynda Hendrickson gave the Architectural Committee report. Not much going on. The new owners of 557, Connie and George Zehring to submit Change Request form with addition of fence, etc.

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

3. Landscape/Maintenance Committee. Ursula Jenkins presented Board with the landscape/common area report. (Landscape Report attached). Several items were discussed.

- The Landscape Report contained several items of completion, along with list of homes needing painting in the Spring.
- TAWC submitted credit to Gardens for approximately \$400 for water leak. Received new letter from TAWC stating we were not allowed a credit. Letter is attached.
- Three landscape bids thus far discussed. C&R is for \$61,650.00/annually; Felker is for \$62,628.00/annually and ShadeTree Lawn Care, LLC is for \$69,600.00/annually. All bids are attached to minutes. More bids coming.
- RainDance/Port Raulston - will hire him to winterize system this fall. Will table his contract until end of year and likely contract him for work on irrigation system next year.
- We have signed the Jody Millard termite contract to be effective as of January 1, 2013. They will

- start work on units at present.
- We will send letter to Turf Builder 10/17 terminating contract. Termination will be 45 days from then - November 30, 2012.
  - We will send letter and check in amount of \$7,067.22 to Turf Builders in full payment of irrigation work.
  - Have hired 2 young guys to put out Christmas decorations this year (11/17) and clean up after Christmas.
  - Much discussion regarding hiring 2 employees to maintain the grounds and do all work for Gardens only. Hutchinson Walls responded they would charge us \$125/month to do payroll, tax deductions, etc. if we hire own employees. Don Wilson gave us much information regarding pros/cons/legal aspects. Discussion on sewer easement, other easements, capital expense. Was decided to contract out our vendors for year 2013 and look further into hiring employees during the course of next year.
  - Roof - Haag Engineering (insurance company's adjustor) inspected all roofs. Awaiting report.

Miscellaneous:

Speeding continues -tabled. Will likely put in something next year.

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

4. Insurance/Asset Committee. Kenny Burnette gave insurance/asset committee report. Board was copied with the breakdown of the 26 year annual reserve budget. (Attached to these minutes.) Much discussion regarding hiring 2 employees, putting concrete repair work into reserves as well as work done to maintain irrigation system.

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

5. Treasurer Report. Judy Webster gave the treasurer's report.. All financials were distributed. (Copy of all financials attached to these minutes). The financials were reviewed, checks written were reviewed, discussion of profit/loss/budget discussed. Judy Webster certified that all accounts are reconciled. Accounts receivable in great shape with one exception.

Turned over Mike Andrews, 731 Callaway Court to Gayle Lattimore for collection of past due HOA dues in the amount of \$1131.00 as of 10/15/12. (Mike Andrews has not responded to 30 day letter from HOA demanding payment). Lien to be filed in amount of \$1144.00. Will file lawsuit to proceed with collection.

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

6. Finance Accounting Committee Report. Judy Webster gave the finance/accounting/treasurer report as previously mentioned above.

There being no further business the meeting was adjourned.

Motion to dismiss was made by Jack Carney, seconded by Marianne Schultz and unanimously approved by the Board.