

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

**Minutes of the Board Meeting
Tuesday, May 28, 2013**

The Board of Directors of The Gardens at Heritage Green Condominium Association, Inc. met on Tuesday, May 28, 2013 at 806 Callaway Court, Chattanooga, Tennessee 37421 from 6:00 pm – 7:15 pm.

Attendance is as follows:

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

Agenda for 5/28/13 meeting is attached.

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

The following items were addressed:

1. Minutes. The Minutes for the previous 4/15/13 regular board meeting are attached. Motion to approve minutes were made by JoAnne Harbort, seconded by Judy Webster and unanimously approved by the Board.
2. Architectural Committee. Lynda Hendrickson gave the Architectural Committee report. Not much going on. Discussed new unit owner Max Patrick (769). He wanted approval of handicap ramp coming out front door of unit. Will approve ramp going to garage or courtyard patio only. Also discussed repainting of front entrance sign. Colors and Change Request form were submitted to Lynda get approval from Architectural Committee.

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. Ursula Jenkins presented Board with the Landscape/Common Area Committee report. Report is attached. Several items discussed:

- Painting of units is continuing. (Last year we painted 860, 854, 925 and 846). This year we have 678, 828, 844, 923, 806, 1006, 208, 804, 557 and 822 slated to be painted. The first six have already been painted as of today's date.
- Several units have been slated to have trim repainted, columns repainted, garage door trim repainted, etc.
- Several units have shutters that have been repainted and more are ear marked to be repainted.
- Birds' nests off front porches will be removed/cleaned as soon as birds leave. Bird repellent will be put in place. The repellent seems to be working.
- Several bushes have been removed/transferred and replaced throughout the complex.
- List will be formed of units that need sodding. (814 and 1048 so far).

- List will be formed of units that need gutter extensions.
- List will be formed of units that have too much mulch on stone.
- List will be formed of courtyards that have bushes that are too tall.
- 761 French door was replaced.
- A couple units had French doors which were recalked and repainted.
- Board to look at mulch glue.- \$34 covers 1500 square feet. There are some units where roof is so steep that water overflows gutters and mulch is washed away.
- Stains on roof were addressed. Cosmetic. Nothing will be done about this at this time.
- Irrigation - Port Raulston to back flow and get irrigation system up and running 5/29. Deadline to turn in forms to TAWC is 6/10.
- Jody Millard - termite control - to be sent e-mail regarding how they are treating units since they have not asked to go into any homes or garages.
- All gutters will be cleaned when Tim finishes painting.
- Speeding continues with Federal Express and UPS trucks. Managers have been contacted.
- Unit owners/guests are still speeding. We are going to once again look into speed bumps/speed gates - cost estimates on something to prevent speeding.
- 1024 was sent 2nd letter 5/28 to clean fence.

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

4. Insurance/Asset Committee. Kenny Burnette stated there was nothing to report this month.

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

5. Treasurer. Judy Webster gave the treasurer's financial report.. (Copy of all financials attached to these minutes). The financials were reviewed, checks written were reviewed. The accounts were properly reconciled.

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

6. Finance Accounting Committee. JoAnne Harbort gave the financial report. Both the April 30, 2013 and May 28, 2013 A/R report was discussed. (Reports attached to these minutes). Also Ursula will contact First Tennessee Bank to get their rates, etc. regarding moving \$100,000.00 to a CD or Money Market account along with specifics in so doing. Signers on the new First Tennessee Account will be Ursula Jenkins, Judy Webster and JoAnne Harbort.

Motion to approve the Finance Accounting Committee report as well as signers on the new CD/Money Market Account was made by Jack Carney, seconded by Kenny Burnette and unanimously approved by Board.

7. Miscellaneous Items.

- (a) Speeding continues. Will look into estimates/costs of speed bumps, gates for next meeting.
- (b) Our next board meeting will be Monday, 6/17 at Keller Williams.

There being no further business the meeting was adjourned. Motion to approve was made by JoAnne Harbort and seconded by Judy Webster.