

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

**Minutes of the Board Meeting
Monday, July 21, 2014**

The Board of Directors of The Gardens at Heritage Green Condominium Association, Inc. met on Monday, July 21, 2014 at Keller Williams Realty, 1200 Premier Drive, Chattanooga, Tennessee 37421 from 6:00 pm – 7:30 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 (absent)
Margaret Lorimer – Chair Landscape Committee (present)
Kenny Burnette – Chair Insurance/Asset Management Committee (present)
Lynda Hendrickson – Chair Architectural Committee (absent)

Agenda for 7/21/2014 meeting is attached.

Unit Owners/Guests in attendance: Dale Carney, Sandy and Gilbert Swartzout.

Other Guest: Metro Lawn Care regarding Landscaping Bid. Metro Lawn Care (2 representatives) addressed the board regarding their services, bids, answered questions etc. for approximately 25 minutes.

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

1. Minutes. The Minutes for the previous June 16, 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 Judy Webster and unanimously approved by the Board.

2. Architectural Committee. Lynda Hendrickson was absent. However the only business the Architectural Committee had last month was unit 466. 466 asked to install a fence enclosing a lot of common area. Architectural Committee asked that they re-submit request taking up less common area.

Motion to approve 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 the Board with the Landscape/Common Area Maintenance Committee report. Report attached and not outlined in these minutes. There was once again discussion regarding landscaping issues, replacement of current landscapers, Fine Lines with Andy Felker, Felker Landscaping or Metro Lawn Care. We have received bid from Metro Lawn Care in the amount of \$55,896.00 + \$10,294.00 for one time mulching totaling \$66,190.00 for the year. Felker Landscaping bid was in amount of \$47,220 per year and did not include some items. Ursula to contact Andy for more details along with question about low bid amount. Need to include weeding in bid, etc. Judy Webster to contact Metro Lawn Care with additional questions as well. Both bids are included as attachments to these minutes.

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

4. Insurance/Asset Committee. Kenny Burnette stated he is still looking at other insurance companies for bids for insurance this fall. We are looking to renew with CAU and are awaiting their bid. Also some discussion with how to break reserves into sections. For example, what amount of reserves should be dedicated to cover painting of homes? What amount should be dedicated in reserves to cover future roof repair/replacement? Road repair/expenditures, etc.?

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

5. Finance/Accounting Committee. Judy Webster gave the Finance Committee Report in JoAnne's absence.

- ❖ The A/R is in good shape. As of 6/30/2014 we had two people past due for HOA dues and no one past due 60 days.
- ❖ Some talk about the budget which is due to homeowners by 9/20/14.
- ❖ The Board would like an audit/compilation of HOA monies the past 5 years. Jack Carney to line up the Elks Lodge accountant to get estimate on providing such compilation.

Motion to approve the Finance/Accounting Committee report was made by Jack Carney, seconded by Margaret Lorimer 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 June were reviewed. All checks written were signed by 2 people. Judy Webster stated the accounts were properly reconciled.

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

7. Officers. The Board had two officers switch places.

Jack Carney stepped down as Vice President and became Chair of Landscape/Common Area Committee of the Association. Motion to Approve Jack Carney as Chair of Landscape/Common Area Committee was made by Judy Webster, seconded by Ursula Jenkins and unanimously approved by the Board.

Margaret Lorimer stepped down as Chair of Landscape/Common Area Committee and became Vice President of the Association. Motion to Approve Margaret Lorimer as Vice President was made by Judy Webster, seconded by Jack Carney and unanimously approved by the Board.

There being no further business the meeting was adjourned. Motion to approve was made by Jack Carney and seconded by Margaret Lorimer.