

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

**Minutes of the Board Meeting  
Monday, January 19, 2015**

The Board of Directors of The Gardens at Heritage Green Condominium Association, Inc. met on Monday, November 17, 2014 at the home of Ursula Jenkins, 806 Callaway Court, Chattanooga, Tennessee 37421 from 6:00 pm – 7:30 pm.

Attendance is as follows:

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

Agenda for 1/19/2015 meeting is attached.

Unit Owners/Guests in attendance: None

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

1. Minutes. The Minutes for the December 15, 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 Joanne Harbort, seconded by Jack Carney and unanimously approved by the Board.

2. Architectural Committee. Lynda Hendrickson gave the Architectural Committee Report and stated that the only thing to report was the committee approval of flood light added to 806 Callaway Court.

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

3. Landscape/Maintenance Committee. Jack Carney presented the Board with the Landscape/Common Area Maintenance Committee report. Felker Landscaping is doing a great job. They continue to do leaf clean up on the property. Some discussion of units that have been painted and balance to be painted for 2015-2016. Jody Millard Pest Control to provide termite inspection of exterior of units on 1/30/15 and set up appointments for inspection for interior of units for 2/5 and 2/6.

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

4. Insurance/Asset Committee. Kenny Burnette gave the Insurance/Asset Committee report. The report is attached along with the 26 year reserve and expense budget. Ursula to provide board with a copy of units painted thus far and balance remaining.

Motion to approve the Insurance/Asset Committee report was made by JoAnne Harbort, seconded by Jack

Carney and unanimously approved by the Board. Motion to approve Kenny's budget was made by Judy Webster, seconded by JoAnne Harbort and unanimously approved by the board.

5. Finance/Accounting Committee. Joanne Harbort gave the Finance/Accounting Committee report. As of December 31, we had 5 people past due. One former unit owner continues to make attorney collection payments. We still had a lot of past dues as of 1/10/2015. The Board will not attach late charges this month of January on 1/10, but will wait to 1/20 to apply late charges. Starting 2/1 we will apply late charges for all past due 2/10.

Motion to approve the Finance/Accounting Committee report was made by Jack Carney, seconded by Lynda Henrickson 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 December were reviewed and Judy Webster stated that all checks written were signed by 2 people and all accounts were properly reconciled as well.

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

7. Other Business.

- (a) Security cameras were tabled for further discussion
- (b) Ursula Jenkins received estimate from Mike Barto of \$975 to complete a compilation of The Gardens finances without disclosures. The Board approved this as well.
- (c) Discussion of upcoming Annual HOA meeting 2/3.
- (d) The Board agreed to buy 8-10 plastic containers to house our boxes in Public Storage building.

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