

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

**Minutes of the Board Meeting
Monday, November 16, 2015**

The Board of Directors of The Gardens at Heritage Green Condominium Association, Inc. met on Monday, November 16, 2015 at the home of Ursula Jenkins, 806 Callaway Court, Chattanooga, TN 37421 from 6:00 pm – 6:30 pm.

Attendance is as follows:

Matt Brownfield – President (present)
Margaret Lorimer – Vice President (absent)
Judy Webster – Treasurer (present)
Ursula Jenkins - Secretary (present)
JoAnne Harbort – Chair Finance/Accounting Committee (present)
Jack Carney – Chair Landscape/Common Area Committee (absent)
Kenny Burnette – Chair Insurance/Asset Management Committee (present)
Lynda Hendrickson – Chair Architectural Committee (present)

Agenda for November 16, 2015 meeting attached.

Unit Owners/Guests in attendance: None

Matt Brownfield called the meeting to order. The meeting commenced at 6:00 p.m.

1. Minutes. The Minutes for the previous October 19, 2015 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 Kenny Burnette, seconded by Lynda Hendrickson and unanimously approved by the Board.

2. Architectural Committee. Lynda Hendrickson presented us with the architectural committee report. One change was requested and approved by their committee.[Eric Haun requested painting his front porch.]

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

3. Landscape/Maintenance Committee. Ursula Jenkins presented the Board with the Landscape/Common Area Maintenance Committee report. Felker Landscapes continues mowing. Tim Morgan continues to paint units, maintain units, etc. Running in grass issues/mud at 284 discussed. White paint spilled/dripped from 610 into alleyway and main road onto Davidson Road discussed.

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

4. Insurance/Asset Committee. Kenny Burnette presented the Insurance/asset committee report. There was no report but Kenny would like number of units painted this year - at end of year to rerun numbers.

Motion to approve the Insurance/Asset Committee report 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 October 31, 2015 we had five people in arrears and our collection attorney still has a former unit owner in collections.

Motion to approve the Finance/Accounting Committee report was made by Lynda Hendrickson, seconded by Matt Brownfield and unanimously approved by the Board.

6. Treasurer. The treasurer report was given by Judy Webster. (Copy of all financials attached to these minutes). The financials for October 31, 2015 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 Kenny Burnette, seconded by Lynda Henrickson and unanimously approved by Board.

7. Other Business.

(a) Per Judy Webster's request, Tim Morgan to check out several things at 1046 (unit about to close)

- (i) Sewer pipe in yard needs cap
- (ii) Splash guards needed
- (iii) Check out outside faucet - not working

(b) Per Judy Webster the Dudley Road building will commence and was approved. 60 homes to be built behind neighborhood across the street. Cars coming from there will access Dudley Road, East Brainerd Road and Davidson Road.

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

It was voted on unanimously by the board that the next board meeting would be in January, 2016. Any business that comes up will be dealt with on line.