

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

**Minutes of the Board Meeting
Monday, August 22, 2016**

The Board of Directors of The Gardens at Heritage Green Condominium Association, Inc. met on Monday, August 22, 2016 at the home of Ursula Jenkins, 806 Callaway Court, Chattanooga, TN 37421 from 6:00 pm – 6:45 pm.

Attendance is as follows:

Matt Brownfield – 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/Common Area Committee (present)
Kenny Burnette – Chair Insurance/Asset Management Committee (present)
Lynda Hendrickson – Chair Architectural Committee (present)

Agenda for August 22, 2016 meeting is 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 July 25, 2016 regular board meeting and annual HOA 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 Judy Webster and unanimously approved by the Board.

2. Architectural Committee. Lynda Hendrickson gave the Architectural Committee report. The committee approved a pergola at 836 as well as additional concrete added on to patio.

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

3. Landscape/Maintenance Committee. Andy continues to mow. Tim continues to paint and provide regular maintenance. Andy to pull more dead bushes. 454 has cable/epb lines in the yard. Need to be buried. 709 truck needs to be moved to back visitor parking until case settled in probate court. Sprinklers all appear to be working except sprinkler head at driveway at 610 Callaway Court.

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 re-calculated our reserves budget and provided copy to the board which is attached to these minutes. We were ok to put into reserves for 2017, \$45,000/year instead of the usual \$50,0000 year to hold HOA dues to \$150 per month.

Motion to approve the 2017 budget was made by Joanne Harbor, seconded by Lynda Hendrickson and

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

5. Finance/Accounting Committee. Joanne Harbort gave the Finance/Accounting Committee report. As of July 31 we had a few unit owners in arrears. It was decided by unanimous vote to send one unit owner to collections. He is past due 90 days and has stayed in arrears now for over 9 months. Matt to check into using Grant Konvalinka Harrison as our new collection firm.

Motion to approve the Finance/Accounting Committee report was made by Kenny Burnette, seconded by Judy Webster 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 July, 2016 were reviewed and Judy stated that all checks written were signed by 2 people and all accounts were properly reconciled as well. All financials have been posted at the website.

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

7. Other Business.

(a) Budget 2017 - was approved by Board

(b) Newsletter #19 was approved by the Board - Everything to be sent out to unit owners by 8/31.

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