

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

**Minutes of the Board Meeting  
Monday, October 23, 2017**

The Board of Directors of The Gardens at Heritage Green Condominium Association, Inc. met on Monday, October 23, 2017 at the Chattanooga Elks Lodge, Graysville Road, Chattanooga, Tennessee 37421 from 5:30 a.m. to 7:30 p.m.

Attendance is as follows:

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

Agenda for the October 23, 2017 meeting is attached.

Unit Owners/Guests in attendance: Dale Carney, Linda Gearinger, Jody Spivey, Paula Brown, Jack and Gerry Wallace, Gilbert and Sandy Swartout, Nancy Appel, Mr. and Mrs. Josephus Holt.

Matt Brownfield called the meeting to order. The regular board meeting commenced at 5:30 p.m. From 6:30 - 7:30 pm we met with unit owners and took their questions regarding issues such as ballots/proxies for capping rentals to 8%; children/safety issues; etc.

1. Minutes. The Minutes for the previous July, August and September board meetings which were previously posted on the Gardens website for review were up for approval. Motion to approve the minutes were made by Jack Carney, seconded by Lynda Hendrickson and unanimously approved by the Board.
2. Architectural Committee. Lynda Hendrickson stated that they approved work done at one unit, Kay Billingsly at 525 for repainting/repairing patio and sidewalk. Motion to approve the architectural report was made by Judy Webster, seconded by Joanne Harbort and unanimously approved by the Board.
3. Landscape/Maintenance Committee. Jack Carney presented the Board with the Landscape/Common Area Maintenance Committee report. Andy Felker is to plant 147 replacement bushes now with cooler weather. Tim continues to paint per attached map. Also per the map we have had 11 roofs repaired, 4 garage doors replaced, 4 windows replaced and 7 patio doors replaced this past year thus far. We have started a paint list for units to be painted in 2018. We have had some children playing with controller irrigation system boxes. Small discussion on that. Motion to approve Landscape Committee report was made by Judy Webster, seconded by Lynda Hendrickson and unanimously approved by the Board.
4. Insurance/Asset Committee. There was no insurance/asset committee report. In Kenny's absence Ursula Jenkins-Turner has been dealing with our insurance agent, Joe Waldron. The HOA has a new insurance policy in place from 9/25-17-9/25/18. The entire policy has been scanned to the website along with our insurance agent contact information. The 3 month start up of the new HOA insurance policy has been paid (Middle Oak - \$6,143.80 - we will be billed monthly for the balance due); the fidelity bond has been paid in

full (The Hartford - \$384); the officer liability has been paid in full (Bouvier Ins. - \$2490.); and worker's comp has been paid in full (CAIS Insurance \$545). Motion to approve the insurance report was made by Jack Carney, seconded by Judy Webster and unanimously approved by the Board. The Budget has been mailed to all unit owners. The HOA dues will go up from \$150 to \$165 per month starting January, 2018. Late fees will go up from \$15 to \$16.50 starting January 1, 2018. All unit owners will be mailed new coupon books which will be in the mail the 2nd to 3rd week of December, 2017.

5. Finance/Accounting Committee. Joanne Harbort gave the Finance/Accounting Committee report. As of today, October 23, 2017, we have 2 unit owners in arrears. One (709) is past due 2 months (\$330) and the other (149) is past due \$180. Ursula will drop off invoice to Jean Kaufman at 709 in the morning.

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

6. Treasurer. The treasurer report was given by Judy Webster. [Copy of all financials (July, August and September, 2017) are attached to these minutes]. The financials for the past 3 months 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 at the end of each month as well.

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

7. Business.

(a) Proxies/Ballots- as of October 23, 2017 we are still collecting ballots/proxies. As of today, we have 89 "yes" ballots in hand and 6 "no" ballots in hand. We have approximately 20 more people to contact. Once we have 96 "yes" ballots the HOA board will approve to amend and re-file the master deed capping the rental of units to 8%.

(b) Board Meeting - our next regular board meeting will be in December.

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