

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

**Minutes of the Board Meeting
Wednesday, August 29, 2012**

The Board of Directors of The Gardens at Heritage Green Condominium Association, Inc. met on Wednesday, August 29, 2012 at Prudential Realty Center, East Brainer Road, Chattanooga, Tennessee from 6:00 pm – 8:00 pm.

Attendance is as follows:

Norman R. Miller – President (present)
Jack Carney – Vice President (present)
Judy Webster – Treasurer (present)
Marianne Schultz - Secretary (present)
JoAnne Harbort – Chair Finance/Accounting Committee (present)
Ursula Jenkins – Chair Landscape Committee (present)
Kenny Burnette – Chair Insurance/Asset Management Committee (present)
Lynda Hendrickson – Chair Architectural Committee (absent due to work)

Agenda for 8/29/12 meeting is attached.

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

We had three HOA members present but they did not address board with anything. They were Leanne Lister, Wesley and Shannon Wilson.

The following items were addressed:

1. Minutes. The Minutes for the previous 7/18/12 regular Board meeting were brought up for approval. One change was to be made. Motion to approve minutes were made by Jack Carney, seconded by Kenny Burnette and unanimously approved by the Board. The minutes are attached.
2. Architectural Committee. Lynda Hendrickson, chair, was absent due to work. Marianne Schultz gave the report. said not much going on - the report is attached. Marianne also brought up Lynda's points regarding raising dues only \$10 instead of \$20 per year and they were also previously brought up on e-mail by Lynda to the board as well and a copy of the e-mail is attached.

Motion to approve were made by Judy Webster, seconded by Jack Carney and unanimously approved by the Board.

3. Landscape/Maintenance Committee. Ursula Jenkins presented Board with the landscape/common area report. (Landscape Report attached). Several items were discussed.

- Turf Builders \$13,000 bill for irrigation work was discussed. They were sent letter via e-mail and certified mail. We will terminate their contract at end of year.
- Received two bids for landscape/lawn care service for next year. C&R Landscape Management came in at \$61,650.00 for year. Felker Landscape came in at \$62,628.00 for the year. Will continue to get further bids.
- RainDance/Port Raulston - will table his contract until end of year and discuss further the hiring of an irrigation company to take care of the irrigation system versus the landscape/lawn care people.
- Have hired RainDanc/Port Raulstone to turn off all meters to irrigation system for \$75 total.

- Looked at Jody Millard contract. Will vote on contract at year end but it is in the budget approved by the Board.
- Discussion regarding EPB digging up water lines when putting in fiber optics.
- Discussion regarding hiring 2 employees to maintain the grounds and do all work for Gardens only.
- Will table all contracts til year end.

Miscellaneous:

Speeding continues

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

4. Insurance/Asset Committee. Kenny Burnette said there was no report this month. Discussion ensued regarding Kenny re-running reserves budget, adding irrigation work to be done in the future. He will provide us with new reserves budget next month.

Motion to approve Insurance/Asset Committee report was made by JoAnne Harbort, seconded by Marianne Schultz and unanimously approved by the Board.

5. Treasurer Report. Judy Webster gave the treasurer's report.. All financials were distributed. (Copy of all financials attached to these minutes). The financials were reviewed, checks written were reviewed.

The Budget for 2013 was discussed in length. The yearly budgets were presented and discussion ensued as to raising fees \$20 per month instead of \$10 per month. The Board voted on \$20/per month increase in dues to \$150.00 per month effective January 1, 2013. (Votes were as follows: Jack Carney - yes; JoAnne Harbort - yes; Judy Webster - yes; Ursula Jenkins - yes; Norman Miller - yes; Marianne Schultz - no; By proxy Lynda Hendrickson - no.)

The 2013 Budget along with newsletter (also approved by Board) is to be mailed out August 31, 2012.

A/R Delinquent Unit Owners:

We did not have enough money on July 31 to transfer money to Money Market Account or to pay the Turf Builders bill of \$4663.33. Had to wait a couple of weeks to make the transfer to reserves and pay the lawncare/landscape bill. We continually have at least 5-6 unit owners paying late and one in bankruptcy. We are running behind every month.

Judy Webster certified that all accounts are reconciled.

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

6. Finance Accounting Committee Report. JoAnne Harbort gave the finance committee report. Basically we looked at and discussed the accounts receivable and the report is attached to these minutes..

Motion to approve Finance Accounting Committee Report was made by Kenny Burnette, seconded by Jack Carney and unanimously approved by Board.

7. Other Items for Discussion:

(a) Speeding - still thinking of alternatives. Tabled til next meeting.00

(b) Turf Builders - we will send them notice of termination letter 11/17/12 to be effective 12/31/12 (they need 45 days written notice per contract). Already looking for landscaping bids for next year.

There being no further business the meeting was adjourned.

Motion to dismiss was made by Jack Carney, seconded by Marianne Schultz and unanimously approved by the Board.