

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

**Minutes of the Board Meeting  
Monday, January 21, 2013**

The Board of Directors of The Gardens at Heritage Green Condominium Association, Inc. met on Monday, January 21, 2012 at the home of Ursula Jenkins, 806 Callaway Court, Chattanooga, Tennessee from 6:00 pm – 7:45 pm.

Attendance is as follows:

Norman R. Miller – President (present)  
Jack Carney – Vice President (present)  
Judy Webster – Treasurer (present)  
Marianne Schultz - Secretary (absent)  
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 (present)

Agenda for 1/21/13 meeting is attached.

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

The following items were addressed:

1. Minutes. The Minutes for the previous 12/18/12 regular Board meeting were brought up for approval. Motion to approve minutes were made by Jack Carney, seconded by JoAnne Harbort and unanimously approved by the Board. The minutes are attached.

2. Architectural Committee. Lynda Hendrickson gave the Architectural Committee report. 1006 - Cooper - garage door with one row of windows on top was approved. Have still not heard from Mary Lou Riddle regarding placement of her satellite dish.

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

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

- Discussion regarding upcoming painting of units.
- Discussion of bush replacement in some areas.
- Ursula to talk to Dan Abbot in regards to putting in grate/drainage line in area that keeps backing up.
- Port Raulston/Rain Dance did close and winterize the irrigations system.
- Several French doors were worked on and one replaced at Andrew Shaver's unit.
- Some discussion of Stephens Garbage/Burt's Mastercare.

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

4. Insurance/Asset Committee. Kenny Burnette gave the insurance/asset committee report. Re-ran reserves for the budget. Copy attached. Some discussion of insurance claim and check for appx. \$16,000 which was put in reserves. Also discussion of reserves account and expenditures from reserves in 2012.

Motion to approve Insurance/Asset Committee report was made by Judy Webster, seconded by Lynda Hendrickson and unanimously approved by the Board.

5. Treasurer. 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 accounts were properly reconciled.

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

6. Finance Accounting Committee. JoAnne Harbort gave the finance/accounting committee report. Accounts receivable were reviewed and looked to be in good shape. A/R and budget is looking good. The A/R list was reviewed. Letters will go to those that are late when lock box is downloaded.

Financials were approved to go out in newsletter/proxy/announcement mail out this week to all HOA members. The upcoming HOA annual meeting of all members is 2/5/13 at St. Martin's Episcopal Church.

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

There being no further business the meeting was adjourned.

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