

HOLLEYBROOKE HOMEOWNERS ASSOCIATION, INC.

September 17, 2019

Meeting was called to order at 7:01 pm by Sharon Jeter. The members present: Sharon Jeter, President; Judy Lamberth, Vice President; Lenora Brothers, Secretary; Eric Lowe; and Irene Davidson, Contract Employee.

Sharon turned the meeting over to Irene for Board of Directors nominations. Before Irene opened the floor for nominations, Jennifer Snyder had a question about the election committee. Irene officially opened the floor for nominations. Jennifer Snyder nominated herself, Ray Gemma nominated Samantha Gemma and Lee Brothers nominated himself. Irene stated that she had also received two emails: one from Mr. Brothers; and one from Thomas Gordon nominating himself. Since there were no additional nominations, the floor was closed. Irene indicated the next process would be for the candidates to submit a one paragraph bio. The bios will be included with the ballot and an addressed return envelope, and will be mailed out within 30 days. She also stated that ballots received will remain sealed until the night they are to be counted.

Jennifer Snyder addressed the Board regarding the qualification change made last month and, according to her, stated the change was “null and void”. She further stated her interpretation of the Bylaws, and re-opened the floor for nominations. There were no additional nominations. In response to Ms. Snyder, Lenora read from the Covenants (Article VII Membership and Voting Rights, 3. Board of Directors) and stated there is nothing in the Covenants or the Bylaws that give the Members the right to vote on the Bylaws. Eric stated that the HOA attorney was consulted before the change was approved (see the August 2019 minutes). Mr. Gemma asked if the members have to be notified for a “Special Meeting”? Eric stated members do not need to be notified for a “Special Meeting of the Board of Directors”. Sharon closed the discussion for nominations and moved the meeting to regular business.

Prior to the meeting, Lenora emailed to the Board members the August 2019 minutes for review. Eric motioned to approve the August 2019 minutes; Judy seconded the motion. The minutes were accepted with no objections.

Irene read the Treasury Report. As of August 31, 2019, the checking balance was \$106,692.50 and the money market fund was \$144,167.88. The balance of the two CD's as of September 14, 2019 are \$12,428.53 and \$18,509.56. As of September 17, 2019, the check book balance was \$95,509.68. ACC notices from August 20, 2019 through September 17, 2019 are as follows: 14 violation letters (grass, illegal cars, trash, various exterior repairs, items being stored in the front yard). According to Irene, two properties have been sent to the attorney; the attorney filed a motion for a court date. Eric motioned to accept the Treasury Report; Judy seconded the motion. The Treasury Report was approved with no objections.

OLD BUSINESS:

Reserve Study ~ Sharon asked Irene for an update. For the first stage of the inspections, Irene stated she met with one of the inspectors to exam the pool prior to the furniture being stored and the pool is covered up for the season. Irene explained that the inspector will evaluate the condition of everything and project the number of years before repairs or replacement will be necessary, and this will all be factored into their suggestion for the amount to have in reserve and how it is to be allocated per year. Irene indicated that he would return sometime in October to finish up the remaining inspections and did not anticipate receiving the final report until possibly mid November. According to Irene, the recommendations from the study

then becomes the responsibility of the Board of Directors to ensure that allotments are being set aside for potential repairs or replacement (in the event of something catastrophic) to avoid a special assessment; the reserves are set aside for capital improvements or repairs, and are not to be used as a buffer for normal operating funds. Irene mentioned that the Reserve Study would then become part of the disclosure book and, depending on the length of the report, it will either be mailed to homeowners or posted to the website.

Kelly Rucker asked how much the pavilion cost when it was first installed. She also commented the pavilion was “basically useless without an outhouse of some type or grill”. Irene stated that the grill is a safety concern and a liability. Ms. Rucker asked that Board to look into ways to make the pavilion more accommodating to homeowners. Lenora asked if she is wants the Board to look into installing a bathroom or renting a portable potty? Ms. Rucker asked the Board to look into the price to rent a portable potty and the possibility of using a grill.

Christina Shires indicated that someone from the county contacted them regarding the rocks they had added to their easement and indicated her disappointment that no one from the Board had contacted them personally. She also stated that the Board should be above reproach and follow the rules as much as humanly possible. She cited an incident involving one of the HOA representatives while walking their dog. Eric mentioned that the issue with the rocks resulted from complaints the Board had received, but acknowledged the Board should have handled it differently.

Ray Gemma asked about how to go about establishing the Architectural Committee? Lenora mentioned that volunteers are needed. Mr. Gemma indicated he wants to volunteer. Lenora directed him to the sign up via the website. Eric mentioned there had been a committee in the past.

7:45 pm ~ Eric mentioned that the Board would be adjourning to Executive Session. Lenora thanked everyone for attending. Prior to the Board officially adjourning, Irene briefly discussed with Christina some of her concerns that could not be addressed in open session.

7:50 pm ~ Judy motioned that the Board go into Executive Session to discuss ACC violations, warrants in debt, pool repairs and pending contracts. Lenora seconded the motion. All Board members present agreed without objection.

8:20 pm ~ Sharon motioned to adjourn; Eric seconded the motion. All agreed.

Holleybrooke Homeowners' Association, Inc.
Board of Directors Meeting
September 17, 2019
Monthly report submitted by
Irene Davidson
Administrative Assistant

Financial Report:

Balance as August 31, 2019 statement

Checking: \$ 106,692.50

Reserve Account: \$144,167.88 (includes interest
\$47.30)

CD as of 9/14/19 \$12,428.53

CD as of 9/14/19 \$18,509.56

Balance checking as of 09/17/19: \$95,509.68

ACC UPDATE: 8/20 through 9/17/19

14 violation letters (grass, illegal cars, trash, various exterior repairs,
items being stored in front yard).

Currently there are 2 properties that have been sent to attorney
Attorney filed a motion for court date.