

Board members present:

Jacob Neal (President)	_____ X _____
Barbara Pyle (VP Grounds)	_____ X _____
Kathy P (VP Pool)	_____ X _____
Jennifer Purvis (Secretary)	_____ X _____
Ashely Tate (Treasurer)	_____ _____

Members present:

__Tudor Garbulet_____	_____ Paul Winkle _____
__Don Gray_____	_____ Lisa Winkel _____

Meeting called to order at 6:40 p.m.

After the meeting, notes will be added to printed agenda in red font.

President's Notes:

- Today's meeting will be focused on:
 - Ballot count
 - Assigning roles
 - 2024 - Current Budget review
 - 2025 - Proposed Budget review and approval if in agreement
 - Ongoing and new projects review

Count Ballots & Assign Roles (18 ballots required, received 26 ballots in 2023):

- Tally ballots and store in pool house closet
- 22 votes for Tudor Garbulet
- 22 votes for Ryan Rowe
- Tudor Garbulet selected to be **Treasurer**
- Ryan Rowe selected to be **President**

2024 Budget (As of 11/29)

- Delinquent (FPM can apply and sign loans using the HOA attorney when amount exceeds \$500)
 - Pence – Owe \$1800
 - Lien applied in 2024
 - Robert M Vick, Trustee of the Vick Marital Trust – owe \$325
- Operating/Checking = \$33,660
- Reserve = \$31,644 (amount reduced by ~29k for major pool repairs)
- Income = 99.83%
- Total Expenditure to date = 93.45%
 - We should be able to transfer the budgeted \$5000 to Reserve. That is our yearly transfer target.

2025 Proposed Budget Review (President or Treasurer to provide budget copies)

- Review line items with Board
 - Our dues are currently \$325/yr, we have 180 homes, Total Income = \$58,500 + \$250 buy-ins
 - Suggested modifications: **__New Board may discuss a dues increase but currently the proposed budget and existing dues were approved.**
 - Vote to approve (Record those in favor)
 - Neal Recommends that budget be approved

- Purvis Seconds the recommendation
- Those in favor 5
- Those opposed 0
- Budget **Passes**/ Fails (circle one)

Issued raised by Members:

- Still have issues with speeding on Rockwell Farm Ln
 - Board previously approved (Dec 2022) installation of speed bumps pending Board approval of final locations.
 - Tudor Garbulet (318 Rockwell Farm Ln) volunteered to work with the county to install speed humps on Rockwell Farm Ln and potentially Heathland and Pine Meadow.
 - ToF stopped installing speed bumps last year because they were changing the application process.
 - Garbulet followed up and a speed survey was performed.
 - The ToF found that we were just slightly below the required average vehicle speed to allow the speed bump process to proceed.
 - Garbulet may want to try again.
- Owners have requested an updated online contact list. We will need people to opt in. Discussion
 - Notes from Dec 2022: Board is concerned with potential misuse of a HOA directory and wants to look into options for an updated Facebook or social type account. If we do create a public directory a form will be sent to all owners to provide any information that they would like viewable. The issue is tabled until the next Board meeting.
- **Wix website account needs to be switched to invoice billing payable by FPM. Currently bills to Neal's credit card.**

Focus Projects for 2025:

- Update pool house camera system (still swapping out cameras). Need to hire an electrician to complete the install. Should also consider installation of a new system that includes the front entry.
- Upgrade entryway cameras to improve security
 - Fleenor installed pool house system probably best to use them again
- May be some interest in upgrading street light bulbs but that will require testing to determine the correct brightness (lumens) and color (temperature). Do not want hard white lights in all post only at the front entry.
- Lisa Winkle would like to start a social committee. Discuss options.
 - Rowe mentioned organizing a cookout.
 - Book club has been started
 - **A walking club was suggested**
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- Short term rentals through VRBO or AirBNB are popping up in residential neighborhoods like ours. The TN Supreme Court has upheld the right of HOAs to ban short term rentals if the HOA Restrictions explicitly exclude these types of rentals. Is the Board in favor of passing a Restrictions update to exclude rentals less than XX months?

- Comments: **_All present are in favor of banning short term rentals. Need to determine a threshold for number of months to be considered short term. Also, some may want to ban long term rentals but they may not be legal.**
- The attorney would need to draft the Restrictions update
- A 2/3 vote is required to pass a Restrictions update so the Board and FPM would need to follow up with members to hit the quota
- Neal is confident that a short term rental ban would pass.

Pool VP (Kathy P):

- **Primary Tasks**
 - Select summer pool helper (this worked well in 2023 and 2024) so they may:
 - Maintain pool water level
 - Clean pool house daily and roll out trash on Sundays
 - Distribute keys and maintain pool house access list on control PC in storage closet
- Recent Accomplishments:
 - Performed major pool and pool surround repairs
 - Drained pool and repaired several major plumbing leaks
 - Resurfaced all pool surround concrete
 - Replastered entire pool
 - Leveled leaning brick fence columns
 - Removed oak tree to North of the pool and trimmed trees behind pool
- Future Projects:
 - Install an automatic water fill valve with timer or an auto level device
 - Label electrical breakers
 - Install wifi router if desired, TDS is providing free fiber service which is already run into the equipment room
 - Perform annual service of HVAC unit
 - Refill or replace fire extinguishers

Grounds VP (Barbara Pyle):

- **Primary Tasks**
 - Maintain the street lights, entry way, and greenways
 - Work with the landscaper and sprinkler companies
 - Facilitate tree removal
 - Ensure that all designated areas are being consistently mowed and trimmed
 - Ensure that the front entrance is well mulched, mowed, and weeded. This is the most important of all the common areas.
- Recent Accomplishments
 - Front entry is looking better than ever.
- Projects
 - Are we happy with the existing landscaping company?

Secretary (Jennifer Purvis):

- **Primary Tasks**
 - Check the HOA gmail regularly

- Take pool house reservations
- (Optional) Reach out to neighbors and form/confirm committees:
 - Welcoming Committee: Greet new neighbors, provide welcome letter, pool key, small gift with logo, and information request form
 - Social Committee:
 - Neighborhood Yard Sale (April)
 - End of School Pool Party
 - Fall Festival

Treasurer:

- **Primary Tasks**
 - Review FPM monthly budget reports
 - Assist President with annual budget prep
 - Assist with Pool and Grounds activities

Complaints & Violations (President will work):

- FPM will survey the HOA periodically to identify Restriction violations
 - Need to hire an attorney to write an enforcement policy, then Board will approve and FPM will enforce
 - FPM will review all of the homes twice per year and provide list of offenses
 - Board will review the list than FPM will send letters and follow up on a time a material bases. Board will monitor costs during startup period to ensure it is within budget
 - FPM provided cost estimate of \$1000 annually perform 2 reviews and send letters
- Primary items to look for:
 - Moldy siding
 - Missing shutters
 - Faded grey mailboxes
 - Extremely overgrown yard/shurbs or landscaping beds
 - Visible boat, trailer, or RV storage

Capital Improvements:

- Replace the marquis letter board and letters. Would we like to switch to a Dry Erase board

Items to Recall Year-to-Year:

- In 2023, the Board considered selling some of the undeveloped common areas to raise funds for capital improvements. Neal contacted ToF planner Mark Shipley via email. It was determined that the existing HOA common areas are needed to meet the 35% open/green space zoning requirement. **We cannot subdivide these areas from the HOA.**
- The HOA attorney and FPM can place liens with the Boards approval for owners owing \$500 or more. The process is nearly automatic and easy to execute.

Closing Items:

Meeting adjourned at 8:20 p.m.