

**Berry Hill Estates (BHE) Home Owners Association (HOA)**  
**Board of Directors**  
**Meeting Minutes - 03 Jan, 2019**

Attending: Ron Wright (President), Karen Lund (Vice President), Lynn Kirksey (Treasurer), John Lund (secretary acting).

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The meeting was called to order at 7:13 pm.

Financial issues were discussed. General status of accounts and issues are:

- No unexpected or unapproved expenses for December have been noted.
- Board members continue actions to contact owners for assessment payment resolution.
- Full treasurer report postponed to next month.

Board members reviewed the following items:

- A water drainage and downspout problem around the clubhouse was reviewed. The south front downspout is completely blocked and backed up with debris halfway up its length, causing over flooding of the gutters along the roof, fascia and cornices. The other downspouts at the rear may be blocked as well. Significant water pooling is occurring along the side of the building and into the neighboring property, causing subsistence of the soil. Investigation of the problem has also revealed a water system leak somewhere in the clubhouse system, approximately 8 gal/day. VP took an action to research options for repair.
- Treasurer is working to obtain a quote for interior clubhouse painting.
- Welding and parking lot resurfacing information and bids remains an open action. Secretary to pursue.
- Review of records indicates the clubhouse septic system has not been pumped in >20 years. May be related to the water drainage problem. There was a Board decision to solicit bids for pumping and check-out, with Aardvark services selected and approved for pumping and installation of code compliant risers for cleanout.

Covenant issues:

- General discussion of covenant issues and references.

The meeting was adjourned at 8:20pm.