

**Berry Hill Estates (BHE) Home Owners Association (HOA)**  
**Board of Directors**  
**Meeting Minutes - 12 Sept, 2019**

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

\*\*\*\*\*

The meeting was called to order at 7:00 pm.

Previous minutes to date are approved.

Lynn Kirksey submitted her resignation to the Board, effective immediately, in order focus on personal business. Lynn stated for the record that working with the other Board members in service to the neighborhood was a great experience, and would do so again in the future when time permits. The Board would like to thank Lynn for her volunteerism and many hours working for the betterment of Berry Hill Estates. A BIG thanks from everyone!

- A motion was made to appoint Christie Key as a replacement Board member, effective immediately. The motion was seconded and approved unanimously.
- A motion was made to assign Christie Key as Vice President, and Karen Lund as Treasurer, effective immediately. The motion was seconded and approved unanimously.
- Forms, signature cards and other required documentation will be updated by all Members.

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

- YTD expenses are tracking with expectations.
- No unexpected or unapproved expenses have been noted. Bills were reviewed and processed for payment.
- The Treasurer reported there are 7 unpaid assessments as of September.
- The approved debit card with Regions Bank was received to streamline processing of some payments.

Board members reviewed the following items:

- Project and maintenance items were discussed.
- The condition of clubhouse and reservation issues was discussed. Cleanliness of the clubhouse is often not adequate after some reservations, and significant cleaning afterward is required. The policy is undergoing review with the clubhouse manager and changes will be finalized in the coming weeks. VP took an action to discuss options with the manager.
- The frontage ditch was partially re-graded by the county, but additional work remains to be done for completion. Treasurer took an action to follow-up.
- A covenant complaint on mowing was received for Tellico Ridge. The owners are absentee and hard to reach for remedy. Mowing will be arranged by the Board if near-term efforts to contact the owners do not succeed, with owners billed for the amount.
- Clubhouse painting conditions were discussed. Previous painting contractors contacted for the job have been non-responsive. Additional efforts to obtain estimates resulted in a few bids received, and are being evaluated. To date, the minimum bid was a little over budget for only a portion of the job. Additional bids are being sought.
- Parking lot re-surfacing was discussed. Project team reports scheduling target is end of September.
- An owner complaint was discussed regarding the desire for a general increase in the amount of covenant enforcement for neighborhood beautification rules. It was noted that homes in Berry Hill Estates did not command a premium market price point in our area even though our amenities are above average, and that general upkeep was a contributing negative factor. Options were discussed by the Board to improve the situation. Additionally, the BHE Facebook page has been noted as an occasional platform for rude and offensive commentary, which could also contribute to degraded perceptions of the neighborhood and lower home values. The Board noted the importance of treating all members and families who live here with respect and communicating with them in a friendly manner. A decision was made to publish an acceptable use policy for Facebook, and the VP took an action to develop and post. A decision was made to develop a survey for the neighborhood to

determine interest in a revised covenant policy and volunteers willing to assist in the improvements. Sec took an action to draft and review with the Board.

- A pool cover bid was received at \$5276, closely in the range of budgets estimates.
- Some members have expressed an interest in volunteering to host a welcome committee for the neighborhood. The volunteers will be invited to the next meeting to discuss plans and the Board would like to encourage these efforts. A small amount of kick-start funds may be available to assist.
- Treasurer took an action to repost a reminder on large item pickup day requirements.

The meeting adjourned at 8:40pm.