

Berry Hill Estates (BHE) Home Owners Association (HOA)
Board of Directors
Meeting Minutes - 08 July 2025

Attending: John Lund (President), Christie Key (Vice President), Richard Howell, Karen Lund (Treasurer), Andrew Gurganis (incoming Board Member)

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

Previous June minutes were approved via email.

ACC report: No submissions for this period.

Financial issues were presented during the Treasurers Report. General status of accounts and issues are:

- Expenses and breakouts by category were reviewed with QuickBooks report.
- No unapproved expenses have been noted.
- Bank accounts and balances had no unusual activity.
- Checks and reimbursements for approved purchased supplies will be processed during the week.
- The status of annual HOA dues payable by May 31st is approximately 2 owners have not paid, or made arrangement for payment, by the due date. The treasurer will follow up with owners on payments and assessment of late fees as necessary. There is one current property lien in effect.

Board members discussed the following items:

- The gate was damaged last week and will need repair. The gate contractor has been contacted, and repairs will be scheduled.
- Repair of the pool light was authorized by email and completed by Ander's Pool.
- Adding bill paying service by the bookkeeper was discussed and approved. This will reduce the volunteer burden on the HOA Treasurer, and also increase general oversight of business transactions of the association. The Board approved Shelby Neale (Bookkeeper) and Karen Lund (Treasurer) to have check writing authority.
- General discussion of owner feedback and covenant issues. Pool usage and sharing of gate codes was discussed. Published policy for clubhouse reservations are limited to 2 weekend days per month per owner more than 1 week in advance.
- Volunteerism for service on the HOA board was discussed.
- Christy Key submitted her resignation from the Board. The HOA is very grateful for Christies' service over the years, and her family's continued volunteerism in support of the neighborhood!
- The Board appointed Andrew Gurganis to serve the remainder of Christy Keys' 2025/26 term. The HOA is grateful for Andrew's volunteerism and service to the neighborhood. Richard Howell was elected President. John Lund was elected Vice President.

The next board meeting is planned for August 5th, 7:00pm

The meeting adjourned at 8:45pm.