



**SEDGEFIELD HOME OWNERS ASSOCIATION**  
**BOARD OF DIRECTORS**  
**MEETING MINUTES, FINANCIAL STATEMENTS, AND**  
**ACCOMPLISHMENTS**

**JULY 2021**



July 13, 2021

Present: Dave Willis, Tessa Faddis, Brian Loveday, Dennis Smith, Dave Teesdale, Scott Wenger

Meeting Location: Board Member's Residence, 7:00 p.m.

### 1. Discussion & Motions

Board agreed to follow Robert's Rules of Order for running meetings.

MOTION: Tessa Faddis Approve meeting minutes from June

SECOND: David Teesdale VOTE: Unanimous Aye

**DISCUSSION:** *Please park vehicles in driveway and not in the yard.*

**DISCUSSION:** Tessa reviewed financial statements. 131 of the 138 homes have paid annual dues through June. A reminder will be sent to residents about paying dues. Majority of expenses in June were related to standard operating expenses including landscaping, pool cleaning, chemicals, and bathroom supplies. Minor repairs/upgrades were completed to the pool bathrooms. The Social Committee kicked-off the summer with an ice cream social event at the pool

MOTION: Dave Willis. Approve financials SECOND: David Teesdale VOTE: Unanimous Aye

**DISCUSSION:** Cortney continues migrating governing documents to Google Drive:

MOTION: Brian Loveday Table discussion until next month. SECOND: Tessa Faddis VOTE: Unanimous Aye

**DISCUSSION:** Dennis - Updating parking sign is on hold until new website is functioning. A QR code is being considered to be on the sign allowing requestors to download Parking Permit Request Form.

**DISCUSSION:** Brian Landscaping. We will wait until October to plant crepe myrtles at Watt Road entrance. Working on landscaping and vegetation design for Watt Rd entrance islands.

**DISCUSSION:** Pondering asking residents for any perennials they may be thinning out and would like to donate so they can be planted throughout the common grounds.

**DISCUSSION:** Vegetation behind the tennis court is growing back and needs to be controlled.

**DISCUSSION:** Bios: Scott Wenger completed a template and sent to the Board for preparing their bios for posting on the website.

**DISCUSSION:** Court lighting: Scott Wenger -Stafford Lighting was awarded contract to install new lighting at the tennis courts. Vendor informed Scott that many components are on back order. Work will commence after parts are received. Funding is available to perform this task. Rather doing a "band-aide" repair approach a new lighting system is being installed. This is a long-term repair and will improve lighting conditions at tennis court area. This also resolves a flickering light issue that was very annoying to a resident.

**DISCUSSION:** Investigate best type of pool furniture, color schemes, texture, etc. Tessa leading this effort. Will wait until January to make purchase due to long delivery delay and manufacturing material storages. No reason to order now since delivery would be after the pool is closed.

**DISCUSSION:** Scott advised that there are cracks appearing in the courts. Will assemble "repair team" to commence filling cracks as weather permits.

**DISCUSSION:** *Looking for future pool management person(s). Dave Willis will be out of pocket most of next summer. If folks do not volunteer, we may need to get a professional pool maintenance company to perform this work. Dave will educate, mentor, and train the new apprentice(s). Please contact Dave via Sedgefield email if interested. This is a paid position for those managing the pool. It's a great opportunity for a high school or college student.*

**DISCUSSION:** Pool showers are not working and problem is not known. Will put temporary caps on water supply lines. If deemed necessary, the cause of showers not working will be investigated, repaired, and can be put back into service.

**DISCUSSION:** The key pads will continue to be used for accessing pool and tennis courts. May want to change the code each year for security reasons. Residents should not share entry codes with outside folks. Court and Pool Codes will be changed before the pool opens next year.

#### Committee Reports

PRESIDENT/VICE PRESIDENT: No updates  
SECRETARY: No updates  
LANDSCAPING: Previously discussed  
RECREATION: No updates  
ADVISORY: No updates.  
AUDIT: In progress.  
BRICK ENTRANCES: Invite committee to August meeting for updates.  
BUDGET: Previously discussed  
WELCOMING: No updates  
DECORATING: No updates  
SOCIAL: No updates.

#### Action Items

Hold next HOA Board meeting on August 3 at 7:00 P.M.  
MOTION: Dave Willis Move to adjourn meeting at 8:50 P.M.  
SECOND: Tessa Faddis  
VOTE: Unanimous AYE

## 2. Accomplishments

A resident volunteer trimmed the crepe myrtles at tennis courts.

## 3. Reminders

Please submit any external home or property improvement proposals to the Advisory Committee for approval as stated in the Sedgefield Covenants & Restrictions, Article XIII. The form is available on the SHOA website.

<https://sedgefieldhoa.com>

The By Laws, Declaration of Covenants and Restrictions, Forms, and Residents Directory are available on the SHOA website. <https://sedgefieldhoa.com>

**Sedgefield Homeowners Association**  
**Income Statement - Summary**  
**July 31, 2021**

	<u>Current Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>Budget \$'s Remaining</u>	<u>% of Budget Rec/Spent</u>
Opening Balance 7/1/2021	53,783	28,491	28,491	NA	NA
Total Income	900	39,902	41,150	1,248	97.0%
Total Operating Expenses	3,131	13,594	33,125	19,531	41.0%
Total Capital Projects	-	3,247	11,000	7,753	29.5%
<b>Total Expenses</b>	<b>3,131</b>	<b>16,842</b>	<b>44,125</b>	<b>27,283</b>	<b>38.2%</b>
<b>Net Income</b>	<b>(2,231)</b>	<b>23,060</b>	<b>(2,975)</b>	<b>26,035</b>	<b>-112.9%</b>
<b>Ending Bank Balance</b>	<b>51,551</b>	<b>51,551</b>	<b>25,516</b>	<b>26,035</b>	<b>50.5%</b>

**Comments:** There are 4 homes that have dues outstanding. The board has formally reached out to the remaining homes to collect 2021 dues and will continue to work with the remaining homeowners to collect dues and late fees.

**Expenses:** Majority of expenses in July were related to standard operating expenses including landscaping, pool cleaning, and chemicals. The Social Committee has been busy hosting several events at the pool this summer including a Forth of July BBQ. Thank you for bring us together to celebrate and meet our neighbors.

**Other Comments:** Nothing significant to report.

Respectfully submitted, Tessa Faddis

Sedgefield HOA Treasurer

<u>Reconciliation: SmartBank Checking Account</u>		<u>SmartBank Savings Account</u>		<u>Totals</u>
Book Bal	<u>29,261.32</u>	Book Bal	<u>22,300.59</u>	<u>51,561.91</u>
Bank Bal	31,475.33	Bank Bal	22,300.59	53,775.92
OS Items:		OS Items:		
1366	32.75	-	-	32.75
1367	134.39	-	-	134.39
1368	400.00	-	-	400.00
1372	110.17	-	-	110.17
1373	550.00	-	-	550.00
1375	986.70	-	-	986.70
Total OS	<u>2,214.01</u>	Total OS	-	<u>2,214.01</u>
Adj Bank	<u>29,261.32</u>	Adj Bank	<u>22,300.59</u>	<u>51,561.91</u>
Recon Diff	<u>-</u>	Recon Diff	<u>-</u>	<u>-</u>



**Sedgefield Homeowners Association**  
**Income Statement -Detailed**  
**July 31, 2021**

	<u>Current Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>Budget \$'s Remaining</u>	<u>% of Budget Rec/Spent</u>
<b>Opening Book/ Bank Balance</b>	<b>53,782.54</b>	<b>28,491.42</b>	<b>28,491.42</b>	<b>NA</b>	<b>NA</b>
<b>Income:</b>					
Dues - Payment received	900.00	40,200.00	41,400.00	(1,200.00)	96.38%
Write off dues/ half off drawing	-	(300.00)	(300.00)	-	100.00%
Newsletter Advertising	-	-	-	-	
Interest/Other Income	0.27	1.60	50.00	(48.40)	3.20%
Late Fees	-	-	-	-	
<b>Total Income</b>	<b>900.27</b>	<b>39,901.60</b>	<b>41,150.00</b>	<b>(1,248.40)</b>	<b>96.97%</b>
<b>Operating Expenses:</b>					
<b>Business:</b>					
Bank Lock Box	10.00	70.00	120.00	50.00	58.33%
Bank Charges	-	8.00	25.00	17.00	0.00%
<b>Total Bank Expenses</b>	<b>10.00</b>	<b>78.00</b>	<b>145.00</b>	<b>67.00</b>	<b>53.79%</b>
Insurance	-	-	2,500.00	2,500.00	0.00%
Legal	-	500.00	1,500.00	1,000.00	33.33%
Office Supplies	-	295.54	700.00	404.46	42.22%
Pool Permit	-	340.00	350.00	10.00	97.14%
TN State Annual Report	-	20.46	50.00	29.54	40.92%
Other Expense	-	-	100.00	100.00	0.00%
<b>Total Business Expenses</b>	<b>-</b>	<b>1,156.00</b>	<b>5,200.00</b>	<b>4,044.00</b>	<b>22.23%</b>
<b>Landscaping:</b>					
Mowing/Spraying	1,000.00	3,175.89	6,400.00	3,224.11	49.62%
Trimming/Mulching/Weeding	-	3,032.46	5,230.00	2,197.54	57.98%
<b>Total Landscaping</b>	<b>1,000.00</b>	<b>6,208.35</b>	<b>11,630.00</b>	<b>5,421.65</b>	<b>53.38%</b>
<b>Social Events</b>	<b>110.17</b>	<b>218.44</b>	<b>1,000.00</b>	<b>781.56</b>	<b>21.84%</b>
<b>Decorations</b>	<b>-</b>	<b>-</b>	<b>300.00</b>	<b>300.00</b>	<b>0.00%</b>
<b>Pool:</b>					
Labor and Maintenance	1,294.06	2,369.58	5,000.00	2,630.42	47.39%
Supplies	225.22	1,516.99	2,500.00	983.01	60.68%
<b>Total Pool</b>	<b>1,519.28</b>	<b>3,886.57</b>	<b>7,500.00</b>	<b>3,613.43</b>	<b>51.82%</b>
<b>Repairs:</b>					
Electric	-	-	2,000.00	2,000.00	0.00%
Misc. Repairs	17.42	350.30	1,000.00	649.70	35.03%
<b>Total Repairs</b>	<b>17.42</b>	<b>350.30</b>	<b>3,000.00</b>	<b>2,649.70</b>	<b>11.68%</b>
<b>Utilities:</b>					
Electric - LCUB	335.77	1,054.03	2,700.00	1,645.97	39.04%
Phone - TDS	51.92	171.14	300.00	128.86	57.05%
Water - First Utility	86.91	471.58	1,350.00	878.42	34.93%
	<b>474.60</b>	<b>1,696.75</b>	<b>4,350.00</b>	<b>2,653.25</b>	<b>39.01%</b>
<b>Total Operating Expenses</b>	<b>3,131.47</b>	<b>13,594.41</b>	<b>33,125.00</b>	<b>19,230.59</b>	<b>41.04%</b>
<b>Operating Income or Loss</b>	<b>(2,231.20)</b>	<b>26,307.19</b>	<b>8,025.00</b>	<b>18,282.19</b>	<b>41.04%</b>
<b>Capital Projects:</b>					
Pool Project Projects	-	2,482.94	7,000.00	4,517.06	35.47%
Landscaping Projects	-	314.33	3,500.00	3,185.67	8.98%
Other Capital Projects	-	450.00	500.00	50.00	90.00%
<b>Total Capital Projects</b>	<b>-</b>	<b>3,247.27</b>	<b>11,000.00</b>	<b>7,752.73</b>	<b>29.52%</b>
<b>Net Income</b>	<b>(2,231.20)</b>	<b>23,059.92</b>	<b>(2,975.00)</b>	<b>26,034.92</b>	<b>NA</b>
<b>Ending Bank Balance</b>	<b>51,551.34</b>	<b>51,551.34</b>	<b>25,516.42</b>	<b>26,034.92</b>	<b>NA</b>