



Neighborhood Flowers

SEDFIELD HOME OWNERS ASSOCIATION

BOARD OF DIRECTORS

**MEETING MINUTES, FINANCIAL STATEMENTS, AND
ACCOMPLISHMENTS**

APRIL 2022

April 12, 2022

Present: Dave Willis (DW), Dennis Smith (DS), Dave Teesdale (DT), Scott Wenger (SW),
Cortney Wanca (CW). Non Board Member: Jessica Wilder (JW).

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

The current Facebook site for Sedgfield is not under the administration of the current Board. The Board has no control over what is posted.

1. Motions

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

MOTION: TF Approve meeting minutes from March 2022.

SECOND: DT **VOTE:** Unanimous Aye

DISCUSSION:

Jessica Wilder recognized, voiced her disapproval with the Board decision to not send out a rough agenda each month. .

DW responded that the rough minutes having been shared and holding the Board to a standard which isn't operable.

JW responded that she did not like not knowing when items had been completed, because the minutes are issued after the next monthly meeting.

TF commented that Board was elected to do a job, which we are doing, which falls in the scope of the budget. Any items outside the scope would be presented to the neighborhood.

JW: Wanted to know what was planned to be done about the traffic study?

SW – There was no recommendation to do anything

JW: What about the drainage issues on a neighbor's property

DW: It is our understanding that is not in the Board's purview

JW: Wanted to know the status of the tennis court lights.

SW: We have contacted TOF for clarification of violation. We have made arrangements to get a JLG to adjust lighting,

JW: The CDC guidelines were not followed at the Annual Meeting

DT: The Board did not say that CDC guidelines would be followed, DT did, and he was mistaken due to constantly changing CDC guidelines.

JW: Expressed concerns about removing Holly plants on Watt Rd. She really has no feelings or input for landscaping.

DISCUSSION: TF submitted the financial statements for review. As of March 31, 118 of the 138 homes have paid their annual dues. If you have not already done so please send payment to SHOA P.O. Box. Expenses in March covered standard operating expenses. A pool permit was purchased for 2022. New parking permit signs were installed.

MOTION: CW - Approve financials **SECOND:** SW **VOTE:** Unanimous Aye

DISCUSSION: TF. Savings Account. At the end of 2021, we had 29,713 in the bank (checking and savings combined). TF suggest we allocated \$7,500 to pool, \$15,000 to Tennis Court, and have \$5,000 in emergency (\$2,500 for deductible, \$2,500 other). The minimum checking balance required in \$1,500 so this would still allow us to maintain that balance given our 2022 budget.

MOTION: CW. Accept recommendations. **SECOND:** SW. **VOTE:** Unanimous Aye

DISCUSSION: DW: Pool building Termite treatment / Inspection (\$125). DW inquired with Alpha and Omega and is trying to determine when the last treatment was administered. Alpha Omega lost records when an employee quit and took records with them. DS will go through files looking for any records. CW said he recommends against Alpha and Omega due to prior experience.

DISCUSSION: TF - Rural Metro Subscription – reached out to RM and they have a 20% off special and she recommended we enroll in their service. **MOTION** SW moved to enroll for \$200 a year. **SECOND:** CW. **VOTE:** Unanimous Aye.

DISCUSSION: Meeting Minutes are available on HOA Website.

DISCUSSION. DW and DS are Investigating options to prevent storm water runoff from entering girl bathroom.

DISCUSSION: The storm drain to the creek located on the Sweetgum side of the pool parking lot has collapsed causing a water backup in the parking lot. Replacement drainpipe have been procured for \$800. Gravel for the subbase will purchased, estimate is \$200. The Mapletree side 'appears to be intact. Therefore no further action will be taken there. Awaiting dry weather before installation can commence. All labor will be provided by residents.

DISCUSSION: Scott – Tennis Court Lights – SW talked to the TOF and priced a lift to make adjustments to the court lighting; \$975 for the lift and \$200 for material. TF wants metrics from the TOF so light adjustments are acceptable. CW wants to ask for a corrected notice of violation from TOF. DW suggests that SW go door to door with the immediate neighbors to coordinate with them to get their agreements on lighting and then move forward on a resolution.

DISCUSSION: DW, DT – Remove partially fallen tree on common property near Sedgefield/Watt Rd corner, Get bids and consider including trees crossing drainage along Mapletree Dr DW- Quotes will be obtained for removal

DISCUSSION: DS – Investigating painting the new curbs with reflective paint on Watt Road entrance. DS emailed the TOF to inquire about this but no response has been received yet.

DISCUSSION: Jeremy Pope offered to pressure spray the side walk for the price of the chemicals. Cost should be \$20-\$30. Pool deck is not needed this year He is waiting for the new drainage line to be installed since it will mess up the cleaning job.

Committee Reports

PRESIDENT/VICE PRESIDENT: No updates

SECRETARY: No updates.

LANDSCAPING: Brain Loveday. Need more residents to volunteer to be on Landscaping Committee.

RECREATION: No updates.

ADVISORY: One request for professional roof-mount installation of solar panels was approved

AUDIT: An audit committee planning meeting will be scheduled in April or early May.

BRICK ENTRANCES: No updates.

BUDGET: No updates.

WELCOMING: No updates

DECORATING: No updates

SOCIAL: No updates

Action Items

Discuss HOA's Mission Statement and Objectives

Discuss grading criteria for Yard of the Month with current committee.

Hold next HOA Board meeting on May 10, 2022 at 7:00 P.M.

MOTION: SW - Move to adjourn meeting at 9:09 P.M.

SECOND: TF

VOTE: Unanimous AYE

2. Accomplishments

- Cut / Removed Broken limbs near nature trail. These broke in the recent Snow storm. Thank You Bill Wishart and Dave Willis, for the cleanup.
- Clean up weeds and re-do river rock around Subdivision message board sign near tennis courts. Thanks Pat Fox and Dennis Smith
- DW – Hired plumbers to repair plumbing for showers
- DW – Hired electrician to repair short at switch between pool lights and overhead building lights. New switch installed and wires to breaker box. Now working correctly.
- DS – New parking permit signs installed at both parking lots. Thanks Dave Willis, Brian Loveday, Dennis Smith.
- DW – Purchased and installed new "No Life Guard on Duty Sign". Wind destroyed the last one. All 3 signs are now metal, no more plastic

3. Miscellaneous

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
April 30, 2022

	Current <u>Actual</u>	YTD <u>Actual</u>	Annual <u>Budget</u>	Budget \$'s <u>Remaining</u>	% of Budget <u>Rec/Spent</u>
Opening Balance 4/1/2022	59,842	29,714	29,714	NA	NA
Total Income	900	35,701	41,150	(5,449)	86.8%
Total Operating Expenses	5,767	7,271	34,095	(26,824)	21.3%
Total Capital Projects	-	3,168	7,200	(4,032)	44.0%
Total Expenses	<u>5,767</u>	<u>10,439</u>	<u>41,295</u>	<u>(30,856)</u>	<u>25.3%</u>
Net Income	<u>(4,867)</u>	<u>25,262</u>	<u>(145)</u>	<u>25,407</u>	<u>-100.6%</u>
Ending Bank Balance	<u>54,975</u>	<u>54,975</u>	<u>29,569</u>	<u>25,407</u>	<u>46.2%</u>

Comments:

As of April 30th, 120 homes have paid their 2022 dues. There are 18 residents with dues outstanding. If you have not done so already, please send payment for dues to SHOA P.O. Box at your earliest convenience. Payment was due end of February. We will apply late fees to invoices that are still outstanding as of June 1st.

Expenses:

Spring has arrived! In addition to our standard operating expenses, we incurred expenses related to landscaping for mulching common areas, mowings, and trimmings, property maintenance to prepare for upcoming pool season including repairs to outdoor showers, electrical work, and pest control. We also purchased Rural Metro services for 2022-23 and renewed our web domain. The social committee has been busy planning for the year; costs are related to flyers highlighting planned events, St. Patty's day materials for the kids, and the Easter egg hunt.

Other Comments:

Respectfully submitted, Tessa Faddis

Sedgefield HOA Treasurer

<u>Reconciliation: SmartBank Checking Account</u>		<u>SmartBank Savings Accounts</u>		<u>Totals</u>
Book Bal	<u>32,669.25</u>	Book Bal	<u>22,306.21</u>	<u>54,975.46</u>
Bank Bal	36,942.81	Bank Bal	22,308.96	59,251.77
OS Items:				
1424	660.00	Savings Misc	4,808.96	660.00
1430	48.00	Savings Pool	7,500.00	48.00
1431	3,540.00	Savings Tennis	10,000.00	3,540.00
1432	25.56			25.56
				-
				-
		Interest	2.75	-
Total OS	<u>4,273.56</u>	Total OS	<u>2.75</u>	<u>4,273.56</u>
Adj Bank	<u>32,669.25</u>	Adj Bank	<u>22,306.21</u>	<u>54,975.46</u>
Recon Diff	<u>-</u>	Recon Diff	<u>-</u>	<u>-</u>

Sedgefield Homeowners Association
Income Statement -Detailed
April 30, 2022

	<u>Current Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>Budget \$'s Remaining</u>	<u>% of Budget Rec/Spent</u>
Opening Book/ Bank Balance	59,842.39	29,713.75	29,713.75	NA	NA
Income:					
Dues - Payment received	900.00	36,000.00	41,400.00	(5,400.00)	86.23%
Write off dues/ half off drawing	-	(300.00)	(300.00)	-	100.00%
Newsletter Advertising	-	-	-	-	
Interest/Other Income	0.31	0.90	50.00	(49.10)	1.80%
Late Fees	-	-	-	-	
Total Income	900.31	35,700.90	41,150.00	(5,449.10)	86.76%
Operating Expenses:					
Business:					
Bank Lock Box	10.00	40.00	120.00	(80.00)	33.33%
Bank Charges	-	8.00	25.00	(17.00)	0.00%
Total Bank Expenses	10.00	48.00	145.00	(97.00)	33.10%
Insurance	66.82	66.82	2,000.00	(1,933.18)	3.34%
Legal	-	-	1,000.00	(1,000.00)	0.00%
Office Supplies	11.60	78.90	500.00	(421.10)	15.78%
Pool Permit	-	340.00	350.00	(10.00)	97.14%
TN State Annual Report	-	-	50.00	(50.00)	0.00%
Other Expense	48.00	192.60	50.00	142.60	385.20%
Total Business Expenses	126.42	678.32	3,950.00	(3,271.68)	17.17%
Landscaping:					
Mowing/Spraying	1,150.64	1,150.64	8,000.00	(6,849.36)	14.38%
Trimming/Mulching/Weeding	3,120.00	3,120.00	5,000.00	(1,880.00)	62.40%
Total Landscaping	4,270.64	4,270.64	13,000.00	(8,729.36)	32.85%
Social Events	187.34	187.34	1,000.00	(812.66)	18.73%
Decorations	-	-	500.00	(500.00)	0.00%
Pool:					
Labor and Maintenance	-	-	5,000.00	(5,000.00)	0.00%
Supplies	189.08	189.08	2,500.00	(2,310.92)	7.56%
Total Pool	189.08	189.08	7,500.00	(7,310.92)	2.52%
Repairs:					
Tennis Courts	-	-	500.00	(500.00)	0.00%
Electric	-	-	1,000.00	(1,000.00)	0.00%
Misc. Repairs	768.00	1,045.72	2,500.00	(1,454.28)	41.83%
Total Repairs	768.00	1,045.72	4,000.00	(2,954.28)	26.14%
Utilities:					
Electric - LCUB	125.41	563.81	2,700.00	(2,136.19)	20.88%
Phone - TDS	51.60	129.64	450.00	(320.36)	28.81%
Water - First Utility	38.75	158.28	850.00	(691.72)	18.62%
	215.76	851.73	4,000.00	(3,148.27)	21.29%
Total Operating Expenses	5,767.24	7,270.83	34,095.00	(26,824.17)	21.33%
Operating Income or Loss	(4,866.93)	28,430.07	7,055.00	21,375.07	21.33%
Capital Projects:					
Pool Projects	-	3,168.36	3,200.00	(31.64)	99.01%
Landscaping Projects	-	-	4,000.00	(4,000.00)	0.00%
Tennis Courts	-	-	-	-	0.00%
Other Capital Projects	-	-	-	-	0.00%
Total Capital Projects	-	3,168.36	7,200.00	(4,031.64)	44.01%
Net Income	(4,866.93)	25,261.71	(145.00)	25,406.71	NA
Ending Bank Balance	54,975.46	54,975.46	29,568.75	25,406.71	NA