

Sedgefield Home Owners Association

Board of Directors

Meeting Minutes

MARCH 2023

March 8, 2023

Present: Dennis Smith (DS), Tessa Faddis (TF), Becca Reznicek (BR), Rebecca Mc Michael (RM),  
Scott Wenger (SW).

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

**THE CURRENT FACEBOOK SITE FOR SEDGEFIELD IS NOT UNDER THE ADMINISTRATION OF THE CURRENT BOARD. THE BOARD HAS NO CONTROL OVER WHAT IS POSTED.**

## **1. MOTIONS/DISCUSSIONS**

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

**DISCUSSION:** Hold next HOA Board meeting on April 12, 2023 at 7:00 P.M. Monthly meetings will be held on the second Wednesday of the month, unless there are scheduling conflicts.

**DISCUSSION:** A resident questioned why we no longer attach minutes to an email. A link is provided in the email and clicking on the link takes you to the minutes. We are trying to have residents become familiar with HOA Website.

**MOTION:** BR Approve meeting minutes from February, 2023.

**SECOND:** RM **VOTE:** Unanimous Aye

**DISCUSSION:** BR Financial: As of February 28, 2023 95 homes have paid their 2023 annual dues. If you have not paid your annual dues please do so. Send payment to Sedgefield HOA, P.O. Box 1940, Pigeon Forge, TN 37868 . We will apply a late fee to invoices that are outstanding as of April 1, 2023.

In addition to our standard operating expenses we incurred expenses for expenses for repairing the message boards due to vandalism and new pool furniture. We purchased 14 chairs, 8 loungers, and 4 tables.

**MOTION:** DS - Approve financials **SECOND:** TF **VOTE:** Unanimous Aye

**DISCUSSION:** A resident suggested we look into using Venmo, or equal, to pay annual dues. BR will look into the feasibility of this suggestion.

**DISCUSSION:** SW. The new entrance to the tennis courts was installed. Thank you to the volunteers: Dave Willis, Scott Wenger, Randy Crowe, and Patrick Fox.

**DISCUSSION:** Weed control for all the flower beds was added to added to Weed Man's efforts.

**MOTION:** RM: Add flower beds weed control to Weed Man. **SECOND:** BR. **VOTE:** Unanimous Aye

## **2. ACTION ITEMS:**

DS and DW "Long Island" at Watt Rd entrance design & plantings. Investigate obtaining a landscape architect for a sustainable design. BR will talk to Meadowview about this opportunity.

DW. The storm drain culvert draining into the drainage swale near pool is severely eroded.

Schedule a walk down for Board members to look at all the items captured on the Master To Do List.

**MOTION:** RC - Move to adjourn meeting at 8:35 P.M. **SECOND:** RM. **VOTE:** Unanimous AYE

### **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**  
**March 31, 2023**

	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 3/1/2023	52,545	26,089	26,089	<u>NA</u>	<u>NA</u>
Total Income	5,300	33,450	41,150	(7,700)	81.3%
Total Operating Expenses	3,552	4,396	38,495	(34,099)	11.4%
Total Capital Projects	655	1,505	2,500	(995)	60.2%
Total Expenses	<u>4,207</u>	<u>5,901</u>	<u>40,995</u>	<u>(35,094)</u>	<u>14.4%</u>
Net Income	1,093	27,549	155	27,394	-99.4%
Ending Bank Balance	<u>53,638</u>	<u>53,638</u>	<u>26,244</u>	<u>27,394</u>	<u>51.1%</u>

**Comments:** As of March 31st, 113 homes have paid their 2023 dues. There are 25 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.*

**Expenses:** In addition to our standard operating expenses, we secured our 2023 pool permit & purchased more pool umbrellas.

**Other Comments:**

Respectfully submitted, **Becca Reznicek**

Sedgefield HOA Treasurer

<u>Reconciliation: SmartBank Checking Account</u>		<u>SmartBank Savings Accounts</u>		<u>Totals</u>
Book Bal	<u>29,144.12</u>	Book Bal	<u>24,521.40</u>	<u>53,665.52</u>
Bank Bal	32,469.78	Tot Bank Bal	24,521.40	56,991.18
OS Items:				
1491	12.16	Savings Misc_1287	2,012.66	12.16
1492	737.08	Savings Pool_5899	7,502.92	737.08
1493	1,950.00	Savings Tennis_5873	15,005.82	1,950.00
1494	26.42			26.42
1495	600.00			600.00
				-
				-
Total OS	<u>3,325.66</u>	Total OS	<u>NA</u>	<u>3,325.66</u>
Adj Bank	<u>29,144.12</u>	Adj Bank	<u>24,521.40</u>	<u>53,665.52</u>
Recon Diff	<u>-</u>	Recon Diff	<u>-</u>	<u>-</u>

**Sedgefield Homeowners Association**  
**Income Statement -Detailed**  
**March 31, 2023**

	<u>Current</u> <u>Actual</u>	<u>YTD</u> <u>Actual</u>	<u>Annual</u> <u>Budget</u>	<u>Budget \$'s</u> <u>Remaining</u>	<u>% of Budget</u> <u>Rec/Spent</u>
<b>Opening Book/ Bank Balance</b>	<b>52,544.69</b>	<b>26,088.79</b>	<b>26,088.79</b>	<b>NA</b>	<b>NA</b>
<b>Income:</b>					
Dues - Payment received	5,600.00	33,750.00	41,400.00	(7,650.00)	80.80%
Write off dues/ half off drawing	(300.00)	(300.00)	(300.00)	-	100.00%
Newsletter Advertising	-	-	-	-	
Interest/Other Income	0.27	0.49	50.00	(49.51)	0.98%
Late Fees	-	-	-	-	
<b>Total Income</b>	<b>5,300.27</b>	<b>33,450.49</b>	<b>41,150.00</b>	<b>(7,699.51)</b>	<b>81.29%</b>
<b>Operating Expenses:</b>					
<b>Business:</b>					
Bank Lock Box	10.00	30.00	120.00	(90.00)	25.00%
Bank Charges	-	-	25.00	(25.00)	0.00%
<b>Total Bank Expenses</b>	<b>10.00</b>	<b>30.00</b>	<b>145.00</b>	<b>(115.00)</b>	<b>20.69%</b>
Insurance	-	-	2,500.00	(2,500.00)	0.00%
Legal	-	-	2,000.00	(2,000.00)	0.00%
Office Supplies	-	317.50	500.00	(182.50)	63.50%
Pool Permit	340.00	340.00	350.00	(10.00)	97.14%
TN State Annual Report	-	-	50.00	(50.00)	0.00%
Other Expense	100.00	100.00	100.00	-	100.00%
<b>Total Business Expenses</b>	<b>440.00</b>	<b>757.50</b>	<b>5,500.00</b>	<b>(4,742.50)</b>	<b>13.77%</b>
<b>Landscaping:</b>					
Mowing/Spraying	1,950.00	1,950.00	10,600.00	(8,650.00)	18.40%
Trimming/Mulching/Weeding	600.00	600.00	6,500.00	(5,900.00)	9.23%
<b>Total Landscaping</b>	<b>2,550.00</b>	<b>2,550.00</b>	<b>17,100.00</b>	<b>(14,550.00)</b>	<b>14.91%</b>
<b>Social Events</b>	<b>-</b>	<b>-</b>	<b>500.00</b>	<b>(500.00)</b>	<b>0.00%</b>
<b>Decorations</b>	<b>-</b>	<b>-</b>	<b>250.00</b>	<b>(250.00)</b>	<b>0.00%</b>
<b>Pool:</b>					
Labor and Maintenance	50.94	50.94	5,000.00	(4,949.06)	1.02%
Supplies	32.05	32.05	2,500.00	(2,467.95)	1.28%
<b>Total Pool</b>	<b>82.99</b>	<b>82.99</b>	<b>7,500.00</b>	<b>(7,417.01)</b>	<b>1.11%</b>
<b>Repairs:</b>					
Tennis Courts	-	-	500.00	(500.00)	0.00%
Electric	-	-	500.00	(500.00)	0.00%
Misc. Repairs	263.28	317.93	2,500.00	(2,182.07)	12.72%
<b>Total Repairs</b>	<b>263.28</b>	<b>317.93</b>	<b>3,500.00</b>	<b>(3,182.07)</b>	<b>9.08%</b>
<b>Utilities:</b>					
Electric - LCUB	148.47	456.26	2,700.00	(2,243.74)	16.90%
Phone - TDS	26.42	79.05	450.00	(370.95)	17.57%
Water - First Utility	30.79	122.54	850.00	(727.46)	14.42%
	205.68	657.85	4,000.00	(3,342.15)	16.45%
<b>Total Operating Expenses</b>	<b>3,551.95</b>	<b>4,396.27</b>	<b>38,495.00</b>	<b>(34,098.73)</b>	<b>11.42%</b>
<b>Operating Income or Loss</b>	<b>1,748.32</b>	<b>29,054.22</b>	<b>2,655.00</b>	<b>26,399.22</b>	<b>1094.32%</b>
<b>Capital Projects:</b>					
Pool Projects	654.84	1,504.84	1,500.00	4.84	100.32%
Landscaping Projects	-	-	-	-	#DIV/0!
Tennis Courts	-	-	1,000.00	-	0.00%
Other Capital Projects	-	-	-	-	0.00%
<b>Total Capital Projects</b>	<b>654.84</b>	<b>1,504.84</b>	<b>2,500.00</b>	<b>(995.16)</b>	<b>60.19%</b>
<b>Net Income</b>	<b>1,093.48</b>	<b>27,549.38</b>	<b>155.00</b>	<b>27,394.38</b>	<b>NA</b>
<b>Ending Bank Balance</b>	<b>53,638.17</b>	<b>53,638.17</b>	<b>26,243.79</b>	<b>27,394.38</b>	<b>NA</b>