



Sedgefield Home Owners Association

Board of Directors

Meeting Minutes

APRIL 2023

April 12 , 2023

Present: Tessa Faddis (TF), Becca Reznicek (BR), Rebecca McMichael (RM), Scott Wenger (SW),
Dave Willis (DW), Randy Crowe (RC).

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 May 7, 2023 at 3:00 P.M. Monthly meetings will be held on a different day to schedule conflicts.

DISCUSSION: March Meeting minutes

MOTION: DW Approve meeting minutes from March, 2023.

SECOND: SW **VOTE:** Unanimous Aye

DISCUSSION: BR Financial: As of March, 2023 113 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. A letter will be sent reminding the 25 homes with outstanding dues. A late fee will be applied. Only our standard operating expenses were incurred this month.

MOTION: RC - Approve financials. **SECOND:** TF **VOTE:** Unanimous Aye

DISCUSSION: Cleaning the entrances. We will contact a company to determine if cleaning brick is appropriate and get an estimate. We will also look into alternatives for updating entrances.

DISCUSSION: BR is still investing electronic payment options for annual dues.

DISCUSSION: Newly acquired pool furniture needs to be cleaned before the pool opens. A tentative date for opening the pool is the end of May.

DISCUSSION: Purchasing a new fire extinguisher case. The existing case was damaged in the last high-wind event and can't be repaired.

MOTION: RM Purchase a new fire extinguisher case. **SECOND:** RC **VOTE:** Unanimous Aye

DISCUSSION: SW Tennis court service repairs. Work needs to be done to repair multiple surface cracks and tears.

DISCUSSION: SW The basketball backboard was severely damaged and is no longer functional. SW is checking with vendors to obtain quotes on a new backboard. The backboard is about 15 years old based on best available information from previous Board members.

DISCUSSION: The "mop" bushes located near each gate into the pool are aging and need to be removed. Options are be reviewed for replacement vegetation.

DISCUSSION: The solar powered lights on the bridge spanning the drainage swale are no longer working and can't be repaired. New lights need to be ordered.

MOTION: RC Purchase a new solar power bridge lights. **SECOND:** DW **VOTE:** Unanimous Aye

DISCUSSION: The Board needs to have a walk-down of all the action items in the neighborhood so members have a good understanding of what is needed. This will be done Thursday April 13 at 7 pm.

DISCUSSION: The Social Committee Facebook page doesn't link to the HOA board. It's merely a way for the Social committee to get our information out through social media. All events/communication gets sent to the HOA board first to send to the residents through an email like the HOA board has done in the past and will continue to do.

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.

MOTION: TF - Move to adjourn meeting at 8:02 P.M. SECOND: SW. VOTE: Unanimous AYE

3. MISCELLANEOUS

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

<https://sedgfieldhoa.com>

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

Sedgefield Homeowners Association
Income Statement - Summary
April 28, 2023

	<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 4/1/2023	52,545	26,089	26,089	<u>NA</u>	<u>NA</u>
Total Income	1,350	29,500	41,150	(11,650)	71.7%
Total Operating Expenses	1,368	2,212	38,495	(36,283)	5.7%
Total Capital Projects	-	850	2,500	(1,650)	34.0%
Total Expenses	1,368	3,062	40,995	(37,933)	7.5%
Net Income	(17)	26,439	155	26,284	-99.4%
Ending Bank Balance	52,527	52,527	26,244	26,284	50.0%

Comments: As of April 30th, 117 homes have paid their 2023 dues. There are 21 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. Late fees have been applied to invoices still outstanding as of June 1st and sent to homes with outstanding balances. The board will also be directly reaching out to residence that have not paid dues.*

Expenses: In addition to our standard operating expenses, we incurred expenses related to landscaping for mowing, trimming & weed control.

Other Comments:

Respectfully submitted, **Becca Reznicek**

Sedgefield HOA Treasurer

<u>Reconciliation:</u>	<u>SmartBank Checking Account</u>	<u>SmartBank Savings Accounts</u>	<u>Totals</u>	
Book Bal	<u>29,126.74</u>	Book Bal	<u>24,527.45</u>	<u>53,654.19</u>
Bank Bal	29,126.74	Tot Bank Bal	24,527.45	53,654.19
OS Items:				
		Savings Misc_1287	2,013.16	-
		Savings Pool_5899	7,504.77	-
		Savings Tennis_5873	15,009.52	-
				-
				-
				-
				-
Total OS	-	Total OS	<u>NA</u>	-
Adj Bank	<u>29,126.74</u>	Adj Bank	<u>24,527.45</u>	<u>53,654.19</u>
Recon Diff	<u>-</u>	Recon Diff	<u>-</u>	<u>-</u>

Sedgefield Homeowners Association
Income Statement -Detailed
April 28, 2023

	<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	52,544.69	26,088.79	26,088.79	NA	NA
Income:					
Dues - Payment received	1,350.00	35,100.00	41,400.00	(6,300.00)	84.06%
Write off dues/ half off drawing	-	-	(300.00)	300.00	0.00%
Newsletter Advertising	-	-	-	-	
Interest/Other Income	0.25	0.47	50.00	(49.53)	0.94%
Late Fees	-	-	-	-	
Total Income	<u>1,350.25</u>	<u>29,500.47</u>	<u>41,150.00</u>	<u>(6,049.53)</u>	<u>71.69%</u>
Operating Expenses:					
Business:					
Bank Lock Box	10.00	30.00	120.00	(90.00)	25.00%
Bank Charges	-	-	25.00	(25.00)	0.00%
Total Bank Expenses	<u>10.00</u>	<u>30.00</u>	<u>145.00</u>	<u>(115.00)</u>	<u>20.69%</u>
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	-	-	350.00	(350.00)	0.00%
TN State Annual Report	-	-	50.00	(50.00)	0.00%
Other Expense	-	-	100.00	(100.00)	0.00%
Total Business Expenses	<u>-</u>	<u>317.50</u>	<u>5,500.00</u>	<u>(5,182.50)</u>	<u>5.77%</u>
Landscaping:					
Mowing/Spraying	1,060.00	1,060.00	10,600.00	(9,540.00)	10.00%
Trimming/Mulching/Weeding	125.00	125.00	6,500.00	(6,375.00)	1.92%
Total Landscaping	<u>1,185.00</u>	<u>1,185.00</u>	<u>17,100.00</u>	<u>(15,915.00)</u>	<u>6.93%</u>
Social Events	-	-	500.00	(500.00)	0.00%
Decorations	-	-	250.00	(250.00)	0.00%
Pool:					
Labor and Maintenance	-	-	5,000.00	(5,000.00)	0.00%
Supplies	-	-	2,500.00	(2,500.00)	0.00%
Total Pool	<u>-</u>	<u>-</u>	<u>7,500.00</u>	<u>(7,500.00)</u>	<u>0.00%</u>
Repairs:					
Tennis Courts	-	-	500.00	(500.00)	0.00%
Electric	-	-	500.00	(500.00)	0.00%
Misc. Repairs	-	54.65	2,500.00	(2,445.35)	2.19%
Total Repairs	<u>-</u>	<u>54.65</u>	<u>3,500.00</u>	<u>(3,445.35)</u>	<u>1.56%</u>
Utilities:					
Electric - LCUB	132.72	440.51	2,700.00	(2,259.49)	16.32%
Phone - TDS	-	52.63	450.00	(397.37)	11.70%
Water - First Utility	39.91	131.66	850.00	(718.34)	15.49%
	<u>172.63</u>	<u>624.80</u>	<u>4,000.00</u>	<u>(3,375.20)</u>	<u>15.62%</u>
Total Operating Expenses	<u>1,367.63</u>	<u>2,211.95</u>	<u>38,495.00</u>	<u>(36,283.05)</u>	<u>5.75%</u>
Operating Income or Loss	<u>(17.38)</u>	<u>27,288.52</u>	<u>2,655.00</u>	<u>24,633.52</u>	<u>1027.82%</u>
Capital Projects:					
Pool Projects	-	850.00	1,500.00	(650.00)	56.67%
Landscaping Projects	-	-	-	-	#DIV/0!
Tennis Courts	-	-	1,000.00	-	0.00%
Other Capital Projects	-	-	-	-	0.00%
Total Capital Projects	<u>-</u>	<u>850.00</u>	<u>2,500.00</u>	<u>(1,650.00)</u>	<u>34.00%</u>
Net Income	<u>(17.38)</u>	<u>26,438.52</u>	<u>155.00</u>	<u>26,283.52</u>	<u>NA</u>
Ending Bank Balance	<u>52,527.31</u>	<u>52,527.31</u>	<u>26,243.79</u>	<u>26,283.52</u>	<u>NA</u>