



Neighborhood Flowers

Sedgefield Home Owners Association

Board of Directors

Meeting Minutes

June 2023

June 14, 2023

Present: Tessa Faddis (TF), Becca Reznicek (BR), Rebecca McMichael (RM), Dave Willis (DW), Randy Crowe (RC), Dennis Smith (DS), 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 July 12, 2023 at 7:00 P.M. Monthly meetings will be held on a different day to schedule conflicts.

DISCUSSION: May Meeting minutes

MOTION: DW Approve meeting minutes from May, 2023.

SECOND: RC **VOTE:** Unanimous Aye

DISCUSSION: BR Financial: As of May 31, 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.

In addition to our standard operating expenses, we incurred expenses related to landscaping for mowing, trimming & weed control as well as replacing basketball backboard, replacing the LED lights on the bridge, and pool shower repair.

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

DISCUSSION: BR reviewed advantages of transitioning Quickbooks from a laptop to an online version.

MOTION: TF The Board should begin transitioning to Quickbooks online.

SEC: DW **VOTE:** Unanimous Aye

DISCUSSION: BR investigated using electronic payment options for annual dues. Every option involved fees. One option is to use online banking, which allows residents to make an electronic payment. The Board opted to no longer pursue .

MOTION: SW The Board will not use electronic payments for annual dues.

SEC: TF **VOTE:** Unanimous Aye

DISCUSSION: DW.. Covenants & Restrictions (C&R) and the bylaws. There are several people looking into updating the C&Rs .. Volunteers would be welcome. The references to Developer are being deleted along with outdated requirements.

DISCUSSION: BR The social committee reported that the ice cream social was well received. Sixteen families attended. Over 100 single servings of ice cream were consumed. Events are being planned for late summer- details to be shared with residents at a later date.

DISCUSSION: SW Tennis court service repairs. Repaired multiple surface cracks and tears.

DISCUSSION: DW There is a need for additional storage units/totes in the building. He will investigate options and pricing and present at next Board meeting.

DISCUSSION: Issue an email to residents reminding them of rules for using the pool and tennis courts.

DISCUSSION: Fleenor Road Entrance- A landscape design company is being contacted to obtain a preliminary design concept and associated costs. One possible option is to remove low wall between the two end pillars, keeping the pillars intact. The cap on the top of the pillars needs to be repaired. Several options are being investigated.

DISCUSSION: DW. There a several documents relating to pool and tennis court usage, none of which agree. We will look into the discrepancies and resolve them.

DISCUSSION: The small signs on the pool gates are incorrect and need to be removed.

MOTION: RC Remove the small signs on pool gates. **SEC:** RM. Vote: Unanimous AYE

DISCUSSION: RM We obtained a rough price estimate for updating the Fleenor Rd entrance. The quote broke down each option so we can chose ones that meet our needs. Final design plans are being developed and associated costs. Once plans are completed they will be shared with residents before proceeding with actual work.

DISCUSSION: Thank you to Bill Woodcock for trimming the crepe myrtles at the Watt Rd entrance and the upshoots on trees in the low-lying are between pool and tennis courts.

2. ACTION ITEMS:

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

DW. Remove rust and paint the grate on surface drainage pipe near tennis courts.

DW.. Need to relocate rip rap (rocks) at discharge point of newly installed pool parking lot.

MOTION: BR- Move to adjourn meeting at 8:13 P.M. **SECOND:** DW. **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
June 30, 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 6/1/2023	51,151	26,089	26,089	NA	NA
Total Income	-	34,801	41,150	(6,349)	84.6%
Total Operating Expenses	3,404	9,167	38,495	(29,328)	23.8%
Total Capital Projects	-	1,505	2,500	(995)	60.2%
Total Expenses	3,404	10,672	40,995	(30,323)	26.0%
Net Income	(3,404)	24,129	155	23,974	-99.4%
Ending Bank Balance	47,747	50,217	26,244	23,974	47.7%

Comments:

As of June 30th, 117 homes have paid their 2023 dues. There are 17 residents with dues outstanding - of the 17, 9 payments have been received in July thus far. Payment was due end of February. We will continue to apply late fees to invoices still outstanding. The board has directly reached 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, pool maintenance & supplies, garage sale sign for Social Committee, supplies for Ice Cream Social at the pool, fire extinguisher case repair & pickleball/basketball court repairs.

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>23,056.49</u>	Book Bal	<u>24,527.45</u>	<u>47,583.94</u>
Bank Bal	24,784.54	Tot Bank Bal	24,527.45	49,311.99
OS Items:				
		Savings Misc_1287	2,013.16	-
		Savings Pool_5899	7,504.77	-
1511	223.05	Savings Tennis_5873	15,009.52	223.05
1519	1,380.00			1,380.00
1520	125.00			125.00
				-
				-
Total OS	<u>1,728.05</u>	Total OS	NA	<u>1,728.05</u>
Adj Bank	<u>23,056.49</u>	Adj Bank	<u>24,527.45</u>	<u>47,583.94</u>
Recon Diff	<u>-</u>	Recon Diff	<u>-</u>	<u>-</u>

Sedgefield Homeowners Association
Income Statement -Detailed
June 30, 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 Book/ Bank Balance	51,151.03	26,088.79	26,088.79	NA	NA
Income:					
Dues - Payment received		35,100.00	41,400.00	(6,300.00)	84.06%
Write off dues/ half off drawing		(300.00)	(300.00)	-	100.00%
Newsletter Advertising	-	-	-	-	
Interest/Other Income	0.21	1.19	50.00	(48.81)	2.38%
Late Fees	-	-	-	-	
Total Income	0.21	34,800.95	41,150.00	(6,348.81)	84.57%
Operating Expenses:					
Business:					
Bank Lock Box	10.00	50.00	120.00	(70.00)	41.67%
Bank Charges	-	-	25.00	(25.00)	0.00%
Total Bank Expenses	10.00	50.00	145.00	(95.00)	34.48%
Insurance	-	-	2,500.00	(2,500.00)	0.00%
Legal	-	-	2,000.00	(2,000.00)	0.00%
Office Supplies	87.17	404.67	500.00	(95.33)	80.93%
Pool Permit		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%
Total Business Expenses	87.17	844.67	5,500.00	(4,655.33)	15.36%
Landscaping:					
Mowing/Spraying	1,380.00	4,390.00	10,600.00	(6,210.00)	41.42%
Trimming/Mulching/Weeding	780.00	1,505.00	6,500.00	(4,995.00)	23.15%
Total Landscaping	2,160.00	5,895.00	17,100.00	(11,205.00)	34.47%
Social Events	135.88	135.88	500.00	(364.12)	27.18%
Decorations	-	-	250.00	(250.00)	0.00%
Pool:					
Labor and Maintenance	336.68	387.62	5,000.00	(4,612.38)	7.75%
Supplies	82.37	114.42	2,500.00	(2,385.58)	4.58%
Total Pool	419.05	502.04	7,500.00	(6,997.96)	6.69%
Repairs:					
Tennis Courts	-	-	500.00	(500.00)	0.00%
Electric	-	-	500.00	(500.00)	0.00%
Misc. Repairs	138.33	456.26	2,500.00	(2,043.74)	18.25%
Total Repairs	138.33	456.26	3,500.00	(3,043.74)	13.04%
Utilities:					
Electric - LCUB	138.97	727.95	2,700.00	(1,972.05)	26.96%
Phone - TDS	66.30	145.35	450.00	(304.65)	32.30%
Water - First Utility	247.85	410.30	850.00	(439.70)	48.27%
	453.12	1,283.60	4,000.00	(2,716.40)	32.09%
Total Operating Expenses	3,403.55	9,167.45	38,495.00	(29,327.55)	23.81%
Operating Income or Loss	(3,403.34)	25,633.50	2,655.00	22,978.50	965.48%
Capital Projects:					
Pool Projects		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%
Total Capital Projects	-	1,504.84	2,500.00	(995.16)	60.19%
Net Income	(3,403.34)	24,128.66	155.00	23,973.66	NA
Ending Bank Balance	47,747.69	50,217.45	26,243.79	23,973.66	NA