



## Neighborhood Plants

Sedgefield Home Owners Association

Board of Directors

Meeting Minutes

August 2023

August 16, 2023

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

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

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## 1. MOTIONS/DISCUSSIONS

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

**DISCUSSION:** Hold next HOA Board meeting on September 13, 2023 at 7:00 P.M. The next meeting will be October 4, 2023. Monthly meetings may be held on a different day to schedule conflicts.

**DISCUSSION:** July Meeting minutes

**MOTION:** DW Approve meeting minutes from July, 2023.

**SECOND:** BR **VOTE:** Unanimous Aye

**DISCUSSION:** BR Financial: As of July 31st, 130 homes have paid their 2023 dues. There are 8 residents with dues outstanding - of the 8, 1 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. .

In addition to our standard operating expenses, we incurred expenses related to landscaping for mowing, trimming, weed control, pool maintenance , supplies, and fire inspection

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

**DISCUSSION:** BY Laws and C&Rs (DW). As discussed in the annual meeting a committee has been formed and is working on updating our Covenants & Restrictions (C&R). The committee has made significant progress in the review and modification to update our C&Rs. We are ready to issue to collect input from homeowners. A survey tool, such as Survey Monkey or equal, will be used to obtain comments from residents. The committee needs additional support to activate and lead the next steps. This will consist of scheduling meetings with the committee to align on approach and later incorporate input, and creating/launching the survey. We anticipate time commitment to be 5-7 hours over the next few months. Ideally, we could vote on the changes at the annual meeting in January 2024.

**DISCUSSION:** Tree Damage Debris. The Board will contact Sebas to removed limbs because the ground needs to be dry for a chipper to be used. This is the safest and easiest solution.

**DISCUSSION:** Storage racks and containers are needed to house the social and decorating committees items. RC and RM will take the lead on obtaining containers and assembling them in the storage room.

**DISCUSSION:** (DW). One of the table tops has a hairline crack. DS will look at a way to repair cracks.

**DISCUSSION:** Pool Parties. Anyone wishing to use the pool for parties needs to follow the Bylaws. ARTICLE XV, COMMITTEES, Section 2 (e).

**DISCUSSION:** Fleenor Road entrance. (DS). All lilies have been transplanted to outside edge of the current flower beds. The next activity is to remove the low brick walls between the two pillars. The area will then be backfilled and contoured. In September plants will be installed. There is an existing irrigation system that will be checked to see if it can be made functional again.

**DISCUSSION:** (DS). Some of our crepe myrtles have been invaded by Ambrosia Beetles. At this point in time pesticides will be used to kill them. The beetles have the potential to kill the trees, so we will keep an eye on them.

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

**DISCUSSION:** DW Pool Repair. The skimmers were the cause for water levels declining. A repair is scheduled for September 12, 2023. Approximate costs are \$600 for leak detection and up to \$2000 for repairs.

**DISCUSSION:** RM. Questions are being asked about the need for reservations to use tennis/pickleball courts. There are multiple homeowners that regularly play pickleball and have additional players as guests..

**MOTION:** Adjourn meeting (TF). **SEC:** (SW) **VOTE:** Unanimous Aye

## **2. 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**  
**August 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 8/1/2023	44,501	26,089	26,089	<u>NA</u>	<u>NA</u>
<b>Total Income</b>	<b>310</b>	<b>39,052</b>	<b>41,150</b>	<b>(2,098)</b>	<b>94.9%</b>
Total Operating Expenses	3,777	20,011	38,495	(18,484)	52.0%
Total Capital Projects	633	633	2,500	(1,867)	25.3%
<b>Total Expenses</b>	<b>4,411</b>	<b>20,644</b>	<b>40,995</b>	<b>(20,351)</b>	<b>50.4%</b>
<b>Net Income</b>	<b>(4,100)</b>	<b>18,407</b>	<b>155</b>	<b>18,252</b>	<b>-99.2%</b>
<b>Ending Bank Balance</b>	<b>40,401</b>	<b>44,496</b>	<b>26,244</b>	<b>18,252</b>	<b>41.0%</b>

**Comments:** As of August 31st, 131 homes have paid their 2023 dues. There are 7 residents with dues outstanding - of the 7, 2 payments have been received in September 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 & Rural Metro Fire insurance.

**Other Comments:** If interested in getting more involved, please consider supporting one of our neighborhood committees!

Respectfully submitted, **Becca Reznicek**

Sedgefield HOA Treasurer

<u>Reconciliation: SmartBank Checking Account</u>		<u>SmartBank Savings Accounts</u>		<u>Totals</u>
Book Bal	<u>18,484.97</u>	Book Bal	<u>24,521.40</u>	<u>43,006.37</u>
Bank Bal	19,669.25	Tot Bank Bal	24,521.40	44,190.65
OS Items:				
1526	350.00	Savings Misc_1287	2,012.66	350.00
1532	200.81	Savings Pool_5899	7,502.92	200.81
1533	633.47	Savings Tennis_5873	15,005.82	633.47
				-
				-
				-
				-
Total OS	<u>1,184.28</u>	Total OS	<u>NA</u>	<u>1,184.28</u>
Adj Bank	<u>18,484.97</u>	Adj Bank	<u>24,521.40</u>	<u>43,006.37</u>
Recon Diff	<u>-</u>	Recon Diff	<u>-</u>	<u>-</u>

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

	<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>44,501.34</b>	<b>26,088.79</b>	<b>26,088.79</b>	<b>NA</b>	<b>NA</b>
<b>Income:</b>					
Dues - Payment received	300.00	39,300.00	41,400.00	(2,100.00)	94.20%
Write off dues/ half off drawing	-	(300.00)	(300.00)	-	100.00%
Newsletter Advertising	-	-	-	-	
Interest/Other Income	0.18	1.57	50.00	(48.43)	3.14%
Late Fees	10.00	50.00	-	50.00	
<b>Total Income</b>	<b>310.18</b>	<b>39,051.57</b>	<b>41,150.00</b>	<b>(2,098.43)</b>	<b>94.90%</b>
<b>Operating Expenses:</b>					
<b>Business:</b>					
Bank Lock Box	10.00	80.00	120.00	(40.00)	66.67%
Bank Charges	-	-	25.00	(25.00)	0.00%
<b>Total Bank Expenses</b>	<b>10.00</b>	<b>80.00</b>	<b>145.00</b>	<b>(65.00)</b>	<b>55.17%</b>
Insurance	200.81	200.81	2,500.00	(2,299.19)	8.03%
Legal	-	-	2,000.00	(2,000.00)	0.00%
Office Supplies	-	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%
<b>Total Business Expenses</b>	<b>200.81</b>	<b>1,045.48</b>	<b>5,500.00</b>	<b>(4,454.52)</b>	<b>19.01%</b>
<b>Landscaping:</b>					
Mowing/Spraying	1,380.00	6,937.24	10,600.00	(3,662.76)	65.45%
Trimming/Mulching/Weeding	125.00	4,180.00	6,500.00	(2,320.00)	64.31%
<b>Total Landscaping</b>	<b>1,505.00</b>	<b>11,117.24</b>	<b>17,100.00</b>	<b>(5,982.76)</b>	<b>65.01%</b>
<b>Social Events</b>	<b>-</b>	<b>135.88</b>	<b>500.00</b>	<b>(364.12)</b>	<b>27.18%</b>
<b>Decorations</b>	<b>-</b>	<b>-</b>	<b>250.00</b>	<b>(250.00)</b>	<b>0.00%</b>
<b>Pool:</b>					
Labor	1,225.00	2,050.22	5,000.00	(2,949.78)	41.00%
Supplies & Maintenance	235.21	972.77	2,500.00	(1,527.23)	38.91%
<b>Total Pool</b>	<b>1,460.21</b>	<b>3,022.99</b>	<b>7,500.00</b>	<b>(4,477.01)</b>	<b>40.31%</b>
<b>Repairs:</b>					
Tennis Courts	-	-	500.00	(500.00)	0.00%
Electric	-	-	500.00	(500.00)	0.00%
Misc. Repairs	-	2,010.26	2,500.00	(489.74)	80.41%
<b>Total Repairs</b>	<b>-</b>	<b>2,010.26</b>	<b>3,500.00</b>	<b>(1,489.74)</b>	<b>57.44%</b>
<b>Utilities:</b>					
Electric - LCUB	340.00	1,499.24	2,700.00	(1,200.76)	55.53%
Phone - TDS	50.41	298.05	450.00	(151.95)	66.23%
Water - First Utility	210.64	801.73	850.00	(48.27)	94.32%
	<b>601.05</b>	<b>2,599.02</b>	<b>4,000.00</b>	<b>(1,400.98)</b>	<b>64.98%</b>
<b>Total Operating Expenses</b>	<b>3,777.07</b>	<b>20,010.87</b>	<b>38,495.00</b>	<b>(18,484.13)</b>	<b>51.98%</b>
<b>Operating Income or Loss</b>	<b>(3,466.89)</b>	<b>19,040.70</b>	<b>2,655.00</b>	<b>16,385.70</b>	<b>717.16%</b>
<b>Capital Projects:</b>					
Pool Projects	-	-	1,500.00	(1,500.00)	0.00%
Landscaping Projects	633.47	633.47	-	633.47	#DIV/0!
Tennis Courts	-	-	1,000.00	-	0.00%
Other Capital Projects	-	-	-	-	0.00%
<b>Total Capital Projects</b>	<b>633.47</b>	<b>633.47</b>	<b>2,500.00</b>	<b>(1,866.53)</b>	<b>25.34%</b>
<b>Net Income</b>	<b>(4,100.36)</b>	<b>18,407.23</b>	<b>155.00</b>	<b>18,252.23</b>	<b>NA</b>
<b>Ending Bank Balance</b>	<b>40,400.98</b>	<b>44,496.02</b>	<b>26,243.79</b>	<b>18,252.23</b>	<b>NA</b>