



Fleenor Rd Entrance

Sedgefield Home Owners Association  
Board of Directors  
Meeting Minutes  
November 2023

November 8, 2023

Present: Dennis Smith (DS), Randy Crowe (RC), Dave Willis (DW), Scott Wenger (SW), Rebecca McMichael (RM).

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.**

**We are looking for someone to maintain the pool for the 2024 season. The job does entail an attention to detail, since it is inspected by the Knox County Health Department and transportation to periodically pick up supplies. All the training and knowledge will be provided. It is a paid position! It's a great summer job. We've typically brought on more than one individual or family to accommodate scheduling and vacations. Contact Dave Willis, if Interested.**

#### **1. MOTIONS/DISCUSSIONS**

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

**DISCUSSION:** The next meeting will be December 6, 2023. Monthly meetings may be held on a different day to schedule conflicts.

**DISCUSSION:** October Meeting minutes

**MOTION:** (DW) Approve meeting minutes from October, 2023.

**SECOND:** (SW) **VOTE:** Unanimous Aye

**DISCUSSION:** As of October 31st, 135 homes have paid their 2023 dues. There are 3 residents with dues outstanding. Payment was due end of February. We will continue to apply late fees to invoices still outstanding. The Board continues to directly reach out to residences that have not paid dues in effort to collect.

In addition to our standard operating expenses, we incurred expenses related to landscaping, the Fleenor Rd entrance improvements and installing new plants, and late submitted pool labor.

**DISCUSSION:** C&Rs. The committee is preparing a revised C&R document to be issued to residents for their initial review. Planning on using Survey Monkey to gather comments.

**DISCUSSION:** *The annual homeowners meeting will be January 21, 2023 at Christ Covenant Church.*

**DISCUSSION:** The new storage containers and shelving is ready for Social Committee to store their decorations.

**DISCUSSION:** Tennis Courts. (SW) has repaired some of the cracks in the courts. As long as weather permits additional cracks can be repaired. Major court repairs will be needed in 2024. Steps performed are a complete recoating of surface, patching cracks with a mesh membrane, and repainting surface. Estimated repair cost is \$20,000.

**DISCUSSION:** (DW) Pool is winterized and locked up the season.

**DISCUSSION:** A spring gate closer was installed on tennis court gate. Thanks to Brian Friske for performing all needed welding.

**DISCUSSION:** The three crepe myrtle plants at tennis courts are infested with insects. One is almost dead. We will look into removing them and then have the stumps ground up.

**DISCUSSION:** (DW). Bridge near the pool requires a total replacement. A few of the worst boards have been replaced. Getting a quote for demolition and rebuilding early next year.

**DISCUSSION:** Sebas completed fall leaf cleanup of fallen leaves in mid- November.

**DISCUSSION:** Developing a draft budget for 2024 explanations for each line item. Plan on issuing to residents before annual meeting. Proposing the annual homeowner's dues be increased to meet the demand for prices increases and to build a cash reserve.

**DISCUSSION:** Issuing emails for upcoming elections for volunteers to replace exiting Board Members. Four new positions will be needed. Three volunteers have come forward.

**MOTION:** Adjourn meeting (DW). **SEC:**(RC). **VOTE:** Unanimous Aye

## **2. 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**  
**November 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 11/1/2023	31,202	26,089	26,089	NA	NA
Total Income	0	40,262	41,150	(888)	97.8%
Total Operating Expenses	3,815	30,372	38,495	(8,123)	78.9%
Total Capital Projects	-	6,813	2,500	4,313	272.5%
Total Expenses	3,815	37,185	40,995	(3,810)	90.7%
Net Income	(3,815)	3,077	155	2,922	-95.0%
Ending Bank Balance	27,387	29,166	26,244	2,922	10.0%

**Comments:** *As of November 30th, 135 homes have paid their 2023 dues. There are 3 residents with dues outstanding. Payment was due end of February. We will continue to apply late fees to invoices still outstanding. The board continues to directly reached out to residence that have not paid dues in effort to collect.*

**Expenses:** In addition to our standard operating expenses, we incurred expenses related to landscaping for mowing, trimming & weed control & fence repair at the Tennis courts

**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	4,624.37	Book Bal	24,521.40	29,145.77
Bank Bal	4,624.37	Tot Bank Bal	24,521.40	29,145.77
OS Items:				
		Savings Misc_1287	2,012.66	-
		Savings Pool_5899	7,502.92	-
		Savings Tennis_5873	15,005.82	-
				-
				-
Total OS	-	Total OS	NA	-
Adj Bank	4,624.37	Adj Bank	24,521.40	29,145.77
Recon Diff	-	Recon Diff	-	-

**Sedgefield Homeowners Association**  
**Income Statement -Detailed**  
**November 30, 2023**

	Current	YTD <u>Actual</u>	Annual <u>Budget</u>	Budget \$'s <u>Remaining</u>	% of Budget <u>Rec/Spent</u>
<b>Opening Book/ Bank Balance</b>	<b>31,201.99</b>	<b>26,088.79</b>	<b>26,088.79</b>	<b>NA</b>	<b>NA</b>
<b>Income:</b>					
Dues - Payment received	-	40,500.00	41,400.00	(900.00)	97.10%
Write off dues/ half off drawing	-	(300.00)	(300.00)	-	100.00%
Newsletter Advertising	-	-	-	-	
Interest/Other Income	0.06	1.86	50.00	(48.14)	3.72%
Late Fees	-	60.00	-	60.00	
<b>Total Income</b>	<b>0.06</b>	<b>40,261.86</b>	<b>41,150.00</b>	<b>(888.14)</b>	<b>97.84%</b>
<b>Operating Expenses:</b>					
<b>Business:</b>					
Bank Lock Box	10.00	110.00	120.00	(10.00)	91.67%
Bank Charges	-	-	25.00	(25.00)	0.00%
<b>Total Bank Expenses</b>	<b>10.00</b>	<b>110.00</b>	<b>145.00</b>	<b>(35.00)</b>	<b>75.86%</b>
Insurance	-	2,492.81	2,500.00	(7.19)	99.71%
Legal	-	-	2,000.00	(2,000.00)	0.00%
Office Supplies	-	404.47	500.00	(95.53)	80.89%
Pool Permit	-	340.00	350.00	(10.00)	97.14%
TN State Annual Report	-	20.00	50.00	(30.00)	40.00%
Other Expense	-	100.00	100.00	-	100.00%
<b>Total Business Expenses</b>	<b>-</b>	<b>3,357.28</b>	<b>5,500.00</b>	<b>(2,142.72)</b>	<b>61.04%</b>
<b>Landscaping:</b>					
Mowing/Spraying	960.00	9,197.24	10,600.00	(1,402.76)	86.77%
Trimming/Mulching/Weeding	1,880.00	6,785.00	6,500.00	285.00	104.38%
<b>Total Landscaping</b>	<b>2,840.00</b>	<b>15,982.24</b>	<b>17,100.00</b>	<b>(1,117.76)</b>	<b>93.46%</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	-	3,525.00	5,000.00	(1,475.00)	70.50%
Supplies & Maintenance	-	1,661.09	2,500.00	(838.91)	66.44%
<b>Total Pool</b>	<b>-</b>	<b>5,186.09</b>	<b>7,500.00</b>	<b>(2,313.91)</b>	<b>69.15%</b>
<b>Repairs:</b>					
Tennis Courts	750.00	750.00	500.00	250.00	150.00%
Electric	-	-	500.00	(500.00)	0.00%
Misc. Repairs	-	888.12	2,500.00	(1,611.88)	35.52%
<b>Total Repairs</b>	<b>750.00</b>	<b>1,638.12</b>	<b>3,500.00</b>	<b>(1,861.88)</b>	<b>46.80%</b>
<b>Utilities:</b>					
Electric - LCUB	171.29	2,362.12	2,700.00	(337.88)	87.49%
Phone - TDS	-	398.89	450.00	(51.11)	88.64%
Water - First Utility	43.51	1,201.75	850.00	351.75	141.38%
	<b>214.80</b>	<b>3,962.76</b>	<b>4,000.00</b>	<b>(37.24)</b>	<b>99.07%</b>
<b>Total Operating Expenses</b>	<b>3,814.80</b>	<b>30,372.37</b>	<b>38,495.00</b>	<b>(8,122.63)</b>	<b>78.90%</b>
<b>Operating Income or Loss</b>	<b>(3,814.74)</b>	<b>9,889.49</b>	<b>2,655.00</b>	<b>7,234.49</b>	<b>372.49%</b>
<b>Capital Projects:</b>					
Pool Projects	-	2,304.84	1,500.00	804.84	153.66%
Landscaping Projects	-	3,677.40	-	3,677.40	#DIV/0!
Tennis Courts	-	830.46	1,000.00	-	83.05%
Other Capital Projects	-	-	-	-	0.00%
<b>Total Capital Projects</b>	<b>-</b>	<b>6,812.70</b>	<b>2,500.00</b>	<b>4,312.70</b>	<b>272.51%</b>
<b>Net Income</b>	<b>(3,814.74)</b>	<b>3,076.79</b>	<b>155.00</b>	<b>2,921.79</b>	<b>NA</b>
<b>Ending Bank Balance</b>	<b>27,387.25</b>	<b>29,165.58</b>	<b>26,243.79</b>	<b>2,921.79</b>	<b>NA</b>