

**HOLLY FOREST ASSOCIATION
BOARD OF DIRECTORS' MEETING**

Zoom Teleconference

June 22, 2021

4:30 p.m.

CALL TO ORDER

Jim Spain called the Board Meeting to order at 4:30 p.m.

ATTENDANCE

Board of Directors: Jim Spain, Don Terrill, John Hill, Melissa McKinnon, Gym DeMoye, and John Daly.

Absent: Richard Zacher

Present from Capital Vacations: Cory Humble, Regional Vice President (via zoom); Jennifer Gainey, General Manager; Megan Parker, Assistant General Manager; Christa Pankey, EEC.

APPROVAL OF MINUTES

May 18, 2021 Board Meeting

The minutes of the May 18, 2021 Board Meeting were presented for review and approval.

A motion was made by John Hill and seconded by Gym DeMoye to approve the minutes of the May 18, 2021 Board Meeting as presented. All were in favor and the Motion carried unanimously.

ECC REPORT

Christa Pankey reports that all current projects are in compliance, with 4 new constructions set to begin, along with 14 addition and remodeling projects. The Board was given a spreadsheet with the details in their meeting packet. An owner presented the Board with plans to for an addition to his property.

Upon a motion a second, the Board voted to approve the structure as outlined at the meeting with the restrictions given. Motion passed 5:1, with Jim Spain voting no.

FINANCIAL REPORT

Mr. Hill reports that as of April the dues collection rate was 96% compared to 94% for 2020. \$9,000 in prior year dues was also collected which covered the legal fees and other expenses associated with collections. Through April all expenses were on budget.

OLD BUSINESS

Roads

Gym DeMoye provided an update on current road projects. West Christie and Tower Road paving is complete. Hawthorne Court's paving will be done in the middle of July. The roadbed and shoulder damage resulting from the culvert replacing will be repaired at the same time. Striping and stop bars will be done after the paving of Hawthorne Court.

Foreclosure Status

Eleven properties have been sent to legal. Legal is checking the statuses of the liens as well as checking if there are any mortgages on the properties. Notice of foreclosures are projected to be sent out by June 25th.

High Speed Internet

Jim Spain gave a brief update on the status of the high-speed internet project.

Nelson Property Update

Jennifer attended eviction hearing on June 9th. The magistrate gave the tenant one week to consult with her legal counsel. Jennifer attended the 2nd hearing on June 17th and the tenant was evicted however she has 10 days to appeal.

Capital Vacations Contract

The Board reviewed the new/updated management contract with Capital Vacations.

Upon a motion by John Hill and a second by John Daly, the Board approved the Capital Vacations management contract as amended. All in favor, motion passes unanimously.

NEW BUSINESS**Trees in Roadway**

The Board had a brief discussion as to whether or not it is the homeowner's responsibility to take care of any dead trees on their property.

Vacancy on Board

For the 2021 election there will be one open seat. President Spain asked the Board if they have anyone in mind that would be a good fit to please submit their information for consideration.

Nuisance Policy

A Nuisance Policy was drafted and given to the Legal Department for review. The attorney shared that the language in the policy needed to be more specific as to would be considered a nuisance. Discussion ensued.

Upon a motion by John Hill and a second by Don Terrill the Board approved adopting the Nuisance Policy. All in favor, motion passes unanimously.

Review of Action Items

Jennifer Gainey provided updates on any that have been completed or currently in progress.

MEMBER COMMENTS**ADJOURNMENT**

There being no further business to come before the Board, a Motion to adjourn was entertained.

A motion was made John Hill and seconded by Melissa McKinnon to adjourn the meeting at 6:00 p.m. All were in favor and the Motion carried unanimously.