

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

Zoom Teleconference

May 18, 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, John Daly, and 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

April 20, 2021 Board Meeting

The minutes of the April 20, 2021 Board Meeting were presented for review and approval.

A motion was made by John Hill and seconded by John Daley to approve the minutes of the April 20, 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 construction set to begin, along with 12 addition and remodeling projects. An application was also received to build a carport. A variance has been requested for this project because it will be too close to the lot next door. The lot is potentially not buildable, and it has been requested of the Board to do a preliminary approval until such time a survey of the lot can be done.

Upon a motion by John Hill and a second by Richard Zacher, the Board moved do a preliminary approval of the carport request until such time a survey of the lot can be done. All in favor, motion passes unanimously.

FINANCIAL REPORT

Mr. Hill reports that as of March 31st the dues collection rate was 91.5% compared to 91.8 for 2020. There was a great increase in the ECC service and impact revenues just in March that will greatly help with the additional legal fees incurred as a result of actions being taken with delinquent owners. As of March, no paving or infrastructure projects have begun.

OLD BUSINESS

Roads

Gym DeMoye provided an update on current road projects.

Foreclosure Status

Any property that is worth \$100,000 or more and is behind on their dues will be placed in foreclosure. Those owners have been sent notification.

High Speed Internet

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

NEW BUSINESS

Nuisance Policy

A Nuisance Policy has been drafted and is currently in review with the Legal Department. Once finalized it will be brought before the Board for approval and sent out to all owners.

Employee Funding Proposal

The Board held discussion on the issues with hiring staff and competing with the wages being offered throughout the area. President Spain is recommending significantly increasing the payment offered as part of the employment package and presented a proposed budget change developed by management.

Upon a motion by John Hill and a second by Gym DeMoye, the Board approved moving forward the employee funding proposal as presented, effective first pay period in June. All in favor, motion passes unanimously.

Capital Vacations Contract

Discussion was held regarding the management contract between Holly Forest and Capital Vacations that is set to end this year. President Spain presented a copy of the revised contract for their review and to be voted on at a later date.

MEMBER COMMENTS

One owner brought up with an issue she is having with keeping the culvert on her property maintained. President Spain stated he and Gym DeMoye will come by her property and see what can be done.

Owners Bill & Loretta West (Eagle Ridge) spoke regarding concerns/issues they and other neighbors are experiencing with some of the nuisances such as lights and trash and was glad to hear the Board would be instituting a nuisance policy. With that being said, Mr. West brought to the Board's attention issues they are experiencing with one of the homeowners in the community. There have been numerous reports made about the conditions of the property. Security has had to be called due to the behavior and actions of the homeowner, and there have been times the Sheriff's Department has visited the property. Discussion ensued on some of the other various complaints. Mr. West stated he and the other homeowners came before the Board because they wanted to make sure those types of things are not taking place in the neighborhood.

President Spain informed Mr. West, and the other owners from the neighborhood who were at the meeting, the Board cares very much about their concerns and are aware of the issues. They are in constant contact with the Association's attorney to see what can be legally done. The homeowner is facing eviction and will be headed to court. Management will attend the hearing with all documentation needed to support the eviction. However, the attorney has advised the Board they are limited as to what they can do as an Association. The Board advised to continue documenting their complaints and filing reports with security or the police, as it will help build the case for eviction.

After discussing the various problems that have incurred the Board advised the owners that as a Board they are limited in what they can do and seek the advisement of the Association's Attorneys.

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 5:30 p.m. All were in favor and the Motion carried unanimously.