

Approved

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

**Sapphire Valley Community Center  
Riverside Room/Zoom Teleconference  
March 22, 2022**

**4:00 p.m.**

**CALL TO ORDER**

Don Terrill called the Board Meeting to order at 4:00 p.m.

**ATTENDANCE**

**Board of Directors:** Don Terrill, John Hill, Gym DeMoye, Melissa McKinnon, Richard Zacher and John Daly.

**Present from Capital Vacations:** Jennifer Gainey, General Manager; and Christa Pankey, EEC.

**APPROVAL OF MINUTES**

**February 22, 2022 Board Meeting**

The minutes of the February 22, 2022 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 February 22, 2022 Board Meeting as presented. All were in favor and the Motion carried unanimously.

**FINANCIAL REPORT**

Mr. Hill reports that as of January 2022 the dues collection rate was 76% versus 86% this same time last year.

Mr. Hill presented the annual engagement letter for the 2021 audit.

Upon a motion by John Daly and seconded by Don Terrill, the Board approved moving forward with signing the engagement letter for the 2021 audit.

**OLD BUSINESS**

**Internet Install Update**

Jennifer updated the Board on the internet installation.

**Action Item List**

Jennifer Gainey provided an update regarding the two owners who were to be sent letters threatening liens.

## **ECC REPORT**

Christa Pankey reports there are eight additions and remodels that have been approved and are in compliance, as well as three new construction projects. One of those will be charged \$100 per month from their compliance deposit as there is no landscaping in place.

## **NEW BUSINESS**

### **Easement Requests**

An owner submitted a request to switch their easement from H1 to H4.

Upon a motion by Richard Zacher and a second by John Daly, the Board moved to not approve the request to switch their easement from H1 to H4. All in favor, motion carried unanimously.

The owners of lot 20 submitted an easement request in order to put in a driveway and build a fence. Discussion ensued on the specifics of the request.

Upon a motion by Richard Zacher and a second by Melissa McKinnon, the Board did not approve the easement request from the owners of lot 20. All in favor, motion carried unanimously.

### **Offer to Purchase HOA Lots**

The Board received offers to purchase Lot 248 in HF 1 on West Christy and HF 4 Lot 31 Beech Ct. Discussion ensued. It was suggested to counter the owners offers with ones that would benefit the Association. The Board tabled these offers until more information could be gathered.

### **Restate New Action Items**

1. Request that Blue Ridge Public Safety report any work being done without permits.
2. Get with the internet company about issues two Board Member are having with their service.
3. Check with the bank about reimbursement for the cost of tree cleanup on Gold Creek. Daube Hill property.
4. Get an update on the tree that fell through an owner's home.
5. Get the selling value of the HOA lots, and send a counteroffer for Lot 31 Beech Ct.

## **MEMBER COMMENTS**

No comments from members came before the Board.

## **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 to adjourn the meeting at 4:45 p.m. All were in favor and the Motion carried unanimously.