

APPROVED

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

October 14, 2020

9:30 a.m.

CALL TO ORDER

Jim Spain called the Board Meeting to order at 9:30 a.m.

ATTENDANCE

Present from Board of Directors: John Hill, Jim Spain, Gym DeMoye, Walt Green, Richard Zacher and Don Terrill.

Absent: Melissa McKinnon

Present from Capital Vacations: Jennifer Gainey, General Manager; Tamara Villarreal, Administrative Assistant; and Danny Handley, Maintenance.

Also in attendance was Christa Pankey for EEC.

APPROVAL OF MINUTES

August 6, 2020 Organizational Board Meeting

The minutes of August 6, 2020 Organizational Board Meeting were presented for review and approval.

A motion was made by John Hill and seconded by Walt Green to approve the minutes of the August 6, 2020 Organizational Board Meeting as amended. All were in favor and the Motion carried unanimously.

ECC REPORT

Christa Pankey provided an updated on current projects taking place. Several tree permits were applied for. All additions and remodels are in compliance, with 10 currently in progress. There are five new construction projects.

FINANCIAL REPORT

Mr. Hill reported the collection ratio through August was 98.6% of budget, slightly lower than the 98% from the year before. All revenues and expenses are on budget. All paving or infrastructure projects have been placed on hold until 2021.

OLD BUSINESS

High Speed Internet

Jim Spain provided an update on the bids for the high-speed internet. Four proposals have been received but are not quite ready to be presented. With the first type of proposal the provider will charge to put in the infrastructure of a main line coming into Holly Forest. They will in turn directly bill the owner show choose to sign up for the high-speed internet. The second type of proposal is for bulk services.

Security

Jim Spain asked for a motion to approval the security proposal presented.

Upon a motion by _____ and a second by _____, the Board approved the security proposal as presented. All in favor, motion passes unanimously.

2021 Operating Budget

Upon a motion by John Hill and a second by Walt Green the Board approved the 2021 Budget as presented. All in favor, motion passes unanimously.

NEW BUSINESS

Residential Signage

Jim Spain the current signage policy. Because Holly Forest is a Single-Family Homeowner Association, signage is not allowed when it comes to anything commercial. One exception would be open house signage for a 24-hr. period.

Upon a motion by Walt Green and a second by Gym DeMoye, the Board agreed to table the matter of signage until the Board has had a time to review what is written in the governing documents and will revisit at the October meeting. All in favor, motion passes unanimously.

Walking Trail

After receiving several suggestions from owners regarding adding a walking trail, Mr. Spain stated the creation of a walking trail is in the works, and management has reached out to a few companies that will provide recommendations for the trail.

Board Voting

Upon a motion by Don Terrill and a second by Richard Zacher, the Board approved the act of voting on association business via email, with the vote to be ratified at the next public meeting of the Board.

MEMBER COMMENTS

There were no major issues brought before the Board.

ADJOURNMENT

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

A motion was made and seconded to adjourn the meeting at 10:32 a.m. All were in favor and the Motion carried unanimously.