

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

**Sapphire Valley Community Center  
Riverside Room/Zoom Teleconference**

**March 21, 2023**

**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, and Michael Davidson. Richard Zacher and Thomas Taulbee attended via Zoom.

**Present from Capital Vacations:** Cory Humble, Regional VP of Operations; Jennifer Gainey, General Manager; Audrey Cottrell, Assistant General Manager.

**Absent:** Melissa McKinnon

**ECC:** Christa Pankey

**APPROVAL OF MINUTES**

**February 21, 2023 Board Meeting**

The minutes of the February 21, 2023 Board Meeting were presented for review and approval.

A motion was made by John Hill and seconded by Don Terrill to approve the minutes of the February 21, 2023 Board Meeting as presented. All were in favor and the Motion carried unanimously.
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**ECC REPORT**

Christa Pankey provided an update on new construction projects, and homes undergoing additions or remodeling, reporting all projects are in compliance. Christa would like the Board to approve a new rule pertaining to the deposits for compliance fees. Jennifer will send a copy of the new rule to the Board for them to approve via email or at the next meeting. There have also been complaints regarding outside lighting that is left on all during the night. Christa would like a communication sent out to the owners reminding them of the policy regarding external lighting.

**FINANCIAL REPORT**

Mr. Hill reports that as of January 31<sup>st</sup> the dues collection rate was 78%, versus 76% in 2022. No major projects have taken place thus far in 2023. The Association ended 2022 with a low cash surplus and it will be very important to stay within budget when completing projects during the year.

**OLD BUSINESS**

**Open Board Seat**

Jennifer Gainey informed the Board there has been one applicant for the open seat.

**NEW BUSINESS**

Conversation ensued on adding a speed bump or some type of speed deterrent to Black Oak Rd. such as changing the speed limit. It was recommended to purchase a set of flashing signs that tell a driver what their speed it, and the Board agreed to give them a try.

Upon a motion by Michael Davidson and seconded by Thomas Taulbee, the Board authorized the purchase of flashing speed signs and have them installed in the problem area. All in favor, motion carried unanimously.

**Road Manager Proposal**

Jennifer Gainey presented the Boar with a proposal from Marva [REDACTED], to assist with road projects.

Upon a motion by John Hill and seconded by Don Terrill, the Board approved the proposal as presented. All in favor, motion carried unanimously.

**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 4:40 p.m. All were in favor and the Motion carried unanimously.