

**HOLLY FOREST ASSOCIATION, INC.
ANNUAL MEETING**

**Sapphire Valley Community Center
Riverside Room**

**August 4, 2022
10:00 a.m.**

CALL TO ORDER

Meeting was called to order at 10:00 a.m.

ATTENDANCE

Board Members Present: Donald Terrill, John Daly, John Hill, Dick Zacher, and Melissa McKinnon.

Present from Capital Vacations: Cory Humble, Regional Vice President; Jennifer Gainey, General Manager; Audrey Cottrell, Front Desk Associate; and Steve Martell, Amenity Director.

Present from ECC: Christa Pankey

Guest Speakers Present: Terry Andersen, CPA of Carland & Andersen, Inc., and Jason Davis, Vice President of Operations for Altice.

CERTIFICATION OF PROXIES

Melissa McKinnon announced there were a total of 165 lot owners represented either in person or by Proxy; therefore, a quorum was present, and the Annual Meeting would be official.

PROOF OF NOTICE OF MEETING

Melissa McKinnon read the Certification of Mailing of the Annual Meeting into the record, certifying that the Notice of Annual Meeting was mailed to owners of record on July 8, 2022.

APPROVAL OF THE MINUTES

Don Terrill presented the 2021 Annual Meeting Minutes for approval. Hearing no changes, he requested for a Motion from the floor to approve the minutes as presented.

<p>A Motion was made by Christa Pankey and seconded by Melissa McKinnon to approve the 2021 Annual Meeting Minutes as presented. All were in favor and the Motion passed unanimously.</p>

PRESIDENT'S REPORT

Don Terrill began by stating that it's been a pleasure serving as the Board President and he's enjoyed learning the mechanisms of what goes on. Mr. Terrill stated the Board has been working on improving communications to the owners via email blast and the website and stated the monthly Board Meetings are open to any who wants to attend. There will also be a monthly newsletter that will begin going out soon.

ECC REPORT

Christa Pankey, ECC Chairperson, provided an overview of the responsibilities of the ECC. She reminded those in attendance of the importance of notifying Management of any home additions and tree trimming. In closing, she thanked the Board for all their hard work and support of the ECC.

SECURITY REPORT

Captain Longgood, with Blue Ridge Public Safety gave a brief overview of the services provided. They are a part of the local Police Department that encompasses both state-certified North Carolina police officers and armed security officers. The police officers will handle any crimes committed on the property while armed security officers will handle any by-law or covenant rule violations. Security is armed and carry handcuffs to secure someone until the police arrive should a situation require their assistance.

Captain Longgood suggested that if someone needs law enforcement, they should contact Blue Ridge Public Safety instead of Jackson County in South Carolina as the Blue Ridge Public Safety is a lot closer to the resort and therefore, can respond much quicker. Should an owner dial 911, they would be connected to the Jackson County police who would in turn notify the Blue Ridge Public Safety. Blue Ridge Public Safety does offer magnetic cards with their direct number.

As part of the amenities of the resort, the Blue Ridge Public Safety is available 24/7, 365 days a year. In addition, they can respond to any medical needs and notifies the EMS should an owner contact the Blue Ridge Public Safety directly. All the officers are trained in AED and CPR with all police vehicles carrying the AED machines.

Captain Longgood stated that owners who have not updated their owners' sheet to send one in, so the police have the most current information on file.

FINANCIAL REPORTS

2021 Audit Report

Terry Andersen of Carland & Andersen, Inc. reviewed the Association's 2021 audit report. It was noted any owner who does not have a copy of the audit would be able to obtain one after the meeting adjourned.

2022 YTD Review

Mr. Hill provided a brief review of the Association's collections to date reporting the overall the Association was in good financial condition. The dues collection rate for all of 2021 was 99.7% of the budgeted amount. The collection rate as of May 2022 is 97% of budget. In

anticipation of our substantial increase in paving expenses the Board increased the 2020 dues by 3.9%. Due to COVID, only \$72,000 worth of paving and infrastructure work was completed. As a result, the Association ended 2020 with a healthy cash surplus to be carried over and applied to the 2021 paving projects and enable the 2021 dues increase to only be 3.3%. The paving of West Christie and Tower Rd. was completed, and major culvert repairs took place.

OPERATIONS

Road Update

John Daly provided an update on road projects and on the repairs that are needed on the failing culverts, showing the owners a slide presentation highlighting the work needing to be done.

Internet

Jason Davis provided the owners with an overview of the company providing the new internet and the company providing the services.

UNFINISHED BUSINESS

There was no Unfinished Business to come before the membership.

NEW BUSINESS

Election results

Dick Zacher announced the results of the 2022 Board Election noting the two incumbent candidates, John Daly and Donald Terrill, as well as new nominee Michael Davidson had been elected to serve two-year terms on the Board of Directors.

MEMBER COMMENTS

- Owner Gerri Spinella stated she has had trouble getting communication to the Board Members and when asking the office staff for contact information she is being told they don't have access to it. Mrs. Spinella stated she thinks the owners should have their email addresses so they can be contacted with any comments or concerns. Mrs. Spinella also voiced concern over the fact that when she is at her home in Florida, Blue Ridge Safety could not check on her property if she called and asked them to do so. Also, what happened to the originally agreement made with the internet service provider that was to provide certain rate plans for seasonal owners.

President Terrill stated he has received several emails from owners so he is not sure where the disconnect is. Officer Longgwood of Blue Ridge Public Safety informed her that unless the homeowner has a contract they are not allowed to be on their property.

Regarding the internet the rates are based on a three-year contract and a homeowner could disconnect their services when not in town and reconnect once they have returned.

- Owner Peter Clauss voiced his concerns over the large amount of truck traffic up and down Trey's Island Rd.

Jennifer Gainey informed him that would be a matter that is handled by the Trey's Island Road Association.

- Owner Paul Nowacki voiced concerns over the condition of the roads near his home and the unsightly patch work.

The Board responded stating that patchwork is laid down prior to the actual paving as an effort to save cost due to having limited funds to complete the paving of all roads at one time.

- Owner Jill Sherry had a question concerning the culverts under the driveway asking if it is possible to have a company come clean out the culverts and the owner pays for it, perhaps contracting the work out to the company.

The Board stated they could speak with Mountain Meadows to see if they would be able to work out some sort of contract for the service and the cost, and/or provide a list of recommendations.

- Owner Jim Spain briefly spoke on the roads the process to restore them all back to good condition.

ADJOURNMENT

There being no further business to come before the Board, Don Terrill requested a Motion to Adjourn.

A Motion was made by John Daly and seconded by Dick Zacher to adjourn the meeting at 12:00 p.m. All were in favor and the Motion carried unanimously.