

HOLLY FOREST ASSOCIATION, INC.
BOARD OF DIRECTORS' REGULAR MEETING MINUTES
March 18, 2025
4:00 p.m.

CALL TO ORDER/ROLL CALL

Chris Guttormsson called the Meeting to order at 4:00 p.m. at the Sapphire Valley Community Center.

Board of Directors:

Chris Guttormsson, President

John Hill, Treasurer

Michael Davidson, Director

Absent:

Melissa McKinnon, Vice President

Scott Bebout, Director

Capital Vacations and Resort Management:

Trish Docherty, Sr. Director, Hospitality Operations

Jennifer Gainey, General Manager

Christa Pankey, ECC

I. APPROVAL OF MINUTES

A. February 18, 2025 Board Meeting Minutes

MOTION: John Hill moved to approve the February 18, 2025 Board Meeting Minutes as presented. Motion was seconded by Michael Davidson and approved unanimously.

II. ECC REPORT

No report presented.

III. FINANCIAL REPORT

Mr. Hill provided a financial update reporting that the dues collection rate as of January was 76.7% of the budgeted amount, compared to 82% this same time last year.

IV. OLD BUSINESS

A. Foreclosures

The Board discussed pursuing foreclosures on properties with significant dues in arrears.

MOTION: John Hill moved to approve a \$25,000 budget for pursuing foreclosures. Motion was seconded by Michael Davidson and approved unanimously.

B. Mailbox/Parcel Update

Jennifer Gainey provided an update stating all locks maintained by the management office are operational and the mailboxes can be used.

V. NEW BUSINESS

A. Variance Request – HF 11 Lot 97

A variance request was submitted to waive the ten-foot (10’) setback restriction from the side lot line for the garage only. No other structures.

MOTION: John Hill moved to approve the variance request as presented. Motion was seconded by Michael Davidson and approved unanimously.

B. Hogback Creek Bridge Repair

Jennifer Gainey reported on the deteriorating wooden bridge and presented two bridge repair quotes.

MOTION: John Hill moved to approve the proposal from Ethos Construction as presented. Motion was seconded by Michael Davidson and approved unanimously.

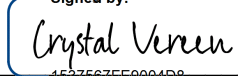
VI. MEMBER COMMENTS

An owner reported an incident where her car went into a drainage ditch on West Christy causing significant damage and insurance issues. She suggested adding reflectors to the area to prevent future accidents. Another area of concern that was discussed was repairing a culvert on West Christy near #1759 totaling \$8427.25 and lining of various culverts Pipeworks deems the worst, not to exceed \$60k.

MOTION: John Hill moved to approve adding and/or replacing four culverts. Motion was seconded by Michael Davidson and approved unanimously.

ADJOURNMENT

MOTION: Chris Guttormsson moved to adjourn the meeting at 4:45 p.m. Motion was seconded by John Hill and approved unanimously.

Signed by:


Crystal Vereen, Administrator

6/6/2025

Date

CV

hf: 031825min