

HOLLY FOREST ASSOCIATION, INC.
BOARD OF DIRECTORS' REGULAR MEETING MINUTES
April 22, 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
Melissa McKinnon, Vice President
John Hill, Treasurer
Michael Davidson, Director
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. March 18, 2025 Board Meeting Minutes

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

II. ECC REPORT

Christa Pankey discussed various property issues including a property with drainage problems. Christa suggested installing a retaining wall and planting shrubbery to stabilize the area.

Jennifer Gainey presented a variance request for a property in Holly Forest, which has a deck built into the 10-foot setback. Jennifer stated the variance will only apply to the covered porches and not to any other structures or improvements.

III. FINANCIAL REPORT

Mr. Hill provided a financial update reporting that the dues collection rate as of February was 85% of the budgeted amount, compared to 89% this same time last year. No special projects have been completed this year thus far.

IV. OLD BUSINESS

A. Hogback Bridge Update & Ratify Email Vote

Bridge repair project is set to begin April 29th. Communications will go out to any owners who may be affected.

MOTION: Michael Davidson moved to ratify the email vote approved the revised scope of work for the failing Hogback bridge. Motion was seconded by John Hill and approved unanimously.

B. Foreclosure Update

Letters were sent to 316 delinquent accounts. To date 29 have paid, and 11 have committed to pay.

C. Well Rights Matter Update

Chris Guttormsson provided an update on this ongoing legal matter.

V. NEW BUSINESS

A. East Christy Culvert Estimate

MOTION: John Hill moved to approve the estimate as provided by Delton Mears. Motion was seconded by Michael Davidson and approved unanimously.

B. Pipe Works Solutions Estimate

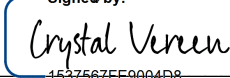
MOTION: John Hill moved to approve the proposal from Pipeworks Solution as presented. Motion was seconded by Michael Davidson and approved unanimously.

VI. MEMBER COMMENTS

No issues come before the Board.

ADJOURNMENT

MOTION: Chris Guttormsson moved to adjourn the meeting at 4:43 p.m. Motion was seconded by John Hill and approved unanimously.

Signed by:

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Crystal Vereen, Administrator

6/6/2025

Date

CV

hf: 042225min