

HOLLY FOREST ASSOCIATION, INC.
BOARD OF DIRECTORS' REGULAR MEETING MINUTES
June 17, 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

Absent:

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. May 20, 2025 Board Meeting Minutes

MOTION: John Hill moved to approve the May 20, 2025 Board Meeting Minutes as presented. Motion was seconded by Melissa McKinnon and approved unanimously.

II. ECC REPORT

Christa Pankey provided an update reporting there are 11 new construction projects in process, and all are in compliance with the exception of one.

III. FINANCIAL REPORT

Mr. Hill provided a financial update reporting that the dues collection rate as of April was 92% of the budgeted amount, compared to 96% this same time last year. \$7,900 was collected in delinquent dues.

IV. OLD BUSINESS

A. Road Paving Estimate

Marva Jennings presented estimates for paving several roads within Holly Forest.

MOTION: John Hill moved to approve the road paving estimate of \$89,400 submitted by Chad's Sealcoating. Motion was seconded by Michael Davidson and approved unanimously.

B. Mailbox Update

The Board discussed security measures for the mailboxes due to recent incidents.

C. Social Committee Update

The Social Committee announced upcoming events including a family summer barbecue on June 28th and a planned Casino night.

D. Drainage Issues – Rock Creek

Discussion ensued on a drainage issue on Rock Creek where water was pooling on the road due to inadequate drainage.

MOTION: Mike Davidson moved to approve the estimate to repair the drainage issues on Rock Creek Ct. submitted by Mountain Meadows at a cost not to exceed \$26,200. Motion was seconded by John Hill and approved unanimously.

V. NEW BUSINESS

No new business.

VI. MEMBER COMMENTS

No issues came before the Board.

ADJOURNMENT

MOTION: Michael Davidson moved to adjourn the meeting at 4:40 p.m. Motion was seconded by Chris Guttormsson and approved unanimously.

Signed by:

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Crystal Vereen, Administrator

9/17/2025

Date

CV

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