

**HOLLY FOREST ASSOCIATION, INC.**  
**BOARD OF DIRECTORS' REGULAR MEETING MINUTES**  
**March 17, 2026**  
**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  
Mike Armstrong, Treasurer  
Scott Bebout, Director  
David Nardon, Director  
Mel Ulmer, Director  
Michael Davidson, Director

Capital Vacations and Resort Management:

Trish Docherty, Sr. Director, Hospitality Operations  
Jennifer Gainey, General Manager  
Audrey Cottrell, Assistant General Manager

**I. APPROVAL OF MINUTES**

A. February 17, 2026 Board Meeting Minutes

**MOTION:** Mel Ulmer moved to approve the February 17, 2026 Board Meeting Minutes as presented. Motion was seconded by Melissa McKinnon and approved unanimously.

**II. ECC REPORT**

The Board was provided an update on current construction or remodeling projects.

**III. FINANCIAL REPORT**

Trish Docherty provided a financial update.

**IV. GROUND MAINTENANCE UPDATE**

Marva Jennings with Mountain Meadows provided a grounds maintenance update.

**V. OLD BUSINESS**

There was no old business.

**VI. NEW BUSINESS**

D. Joy Brown – New Construction Fine Appeal

**MOTION:** Chris Guttormsson moved to enter Executive Session at 5:15 p.m. Motion was seconded by Mel Ulmer and approved unanimously.

**MOTION:** Michael Davidson moved to return to Regular Meeting at 5:25 p.m. Motion was seconded by Mel Ulmer and approved unanimously.

**MOTION:** Mel Ulmer moved to deny the request to reduce fines submitted by Joy Brown as presented. Motion was seconded by Michael Davidson and approved unanimously.

E. Security Update

Discussion ensued regarding security concerns, noting that while Blue Ridge Security is currently the provider, the Board is exploring alternative providers and awaiting a tiered estimate from Allied.

**ADJOURNMENT**

**MOTION:** Michael Davidson moved to adjourn the meeting at 5:26 p.m. Motion was seconded by Melissa McKinnon and approved unanimously.

Signed by:  
  
1537567FE9004D8  
\_\_\_\_\_  
Crystal Vereen, Administrator

5/5/2026  
\_\_\_\_\_  
Date