

**BATTLEFIELD GREEN COMMUNITY ASSOCIATION, INC.**

**BOARD OF DIRECTORS MEETING MINUTES**

**January 16<sup>th</sup> 2018**

**Board Members in attendance:**

Rachael Schrinel, President (2020)  
Kara White, Vice President (2019)  
Mary Sigmon, Treasurer (2020)  
Tiffany Previs, Secretary (2019)  
Brian White, Director (2019)  
Doug Elder, Director (2018)  
Slip Neal, Director (2018)

**Board Members not in attendance:**

Joel Skrdla, Director (2018)

**Welcome & Call To Order**

Rachael Schrinel, President called the meeting to order at 6:29 p.m. Adjournment time set for 8:00 p.m.

**Additions, Deletions or Changes To The Agenda**

Approved Meeting Minutes from 12/19/18

No additions, deletions or changes were made to the agenda.

**Owners Forum –**

*Can the swim team use the clubhouse February 10<sup>th</sup> for Valentines Fundraiser?*

The clubhouse is rented for the 10<sup>th</sup>, but the board approves it for any date that is not rented that works for the swim team as they have done in previous years.

**President Report** – Nothing to report

**Treasurer's Report** – Nothing to report

**Committee Reports -**

- **ARC** - Nothing to report
  
- **Compliance** –
  - Suzanne worked on a few items
  - Brian sent a second letter to one resident
  - Will inspect the resident that had until January 19 on Monday
  - Extend Christmas decorations being taken down until January 31<sup>st</sup>
  
- **Clubhouse & Pool** -
  - Discussed swim management bid differences
    - Met with Cory Baldwin with Swim Club

- Met with Neal and Bob with Douglas Aquatics
- Spoke with Kurt with Swim Metro

Meeting extended to 8:30

- Voted to go with Swim Metro with the contingency that they donate \$500 to the swim club, donate staff for a movie night if we wanted one and become 100% Osha and Redcross compliant
  - Brian, Rachael and Slip Opposed
- Bremac had to come out and look at the heat pump for the clubhouse – now fixed
- Went over printers for the clubhouse office
  - Rachael made a motion to allow Suzanne to buy a new printer for no more than \$300 with \$100 going towards warranty as long as contract can be ended with Konica Minolta. If the contract cannot be ended early, then Suzanne can buy one after May.
  - All approved
- Went over Webroot security
- Pool bath contract approved for BBP Investments LP

Meeting extended to 9:00

- **Grounds** – Nothing to report
- **Newsletter/Website** -
  - Michelle has taken over the website changes and will update when more progress has been made
- **Social** – Nothing to report
- **Swim Team** – Nothing to report
- **Welcome Committee** – Nothing to report

**Management Report –**

- Community Group now has an app called TownSquare that will be introduced to the board. Brian will have more information next meeting.
- Decision was made to change meetings to third Thursday of each month. Starting after the March 15<sup>th</sup> meeting, they will also change to every other month – each meeting falling on the ODD months. Upcoming meetings shall be: February 15<sup>th</sup>, March 15<sup>th</sup>, May 17<sup>th</sup>, July 19<sup>th</sup>, September 20<sup>th</sup>, and November 15<sup>th</sup>.

**Executive session:** Board motioned to enter executive session to discuss late fees for homeowner assessments at 8:56. Motion carried. Board motioned to exit executive session. Motion carried.

**Adjournment:** Board motioned to adjourn meeting at 9:00. Motion carried.

**BATTLEFIELD GREEN COMMUNITY ASSOCIATION, INC.**

**BOARD OF DIRECTORS MEETING MINUTES**

**February 15<sup>th</sup>, 2018**

**Board Members in attendance:**

Rachael Schrinel, President (2020)  
Kara White, Vice President (2019)  
Mary Sigmon, Treasurer (2020)  
Tiffany Previs, Secretary (2019)  
Brian White, Director (2019)  
Joel Skrdla, Director (2018)

**Board Members not in attendance:**

Doug Elder, Director (2018)  
Slip Neal, Director (2018)

**Welcome & Call To Order**

Rachael Schrinel, President called the meeting to order at 6:25 p.m. Adjournment time set for 7:00 p.m.

**Additions, Deletions or Changes To The Agenda**

No additions, deletions or changes were made to the agenda.

**Owners Forum –**

*What is the empty parking lot besides the tennis courts for?*

Supposed to be an open area for kids to play

*Why is it not a basketball court?*

We brought it up in previous meetings and it was largely opposed by the people surrounding the courts

*How do you enforce violations?*

We can put liens on the house with the violation

*How do you see what is going on behind the houses?*

Neighbors will send complaints. Take pictures and send them in.

*Is there anything we can do about the sand in the road from the snow?*

That is VDOT responsibility

**President Report** – Agenda should be sent to President two weeks prior to meeting. Nothing should be sent for posting on the website until the President or Vice President approves it.

**Treasurer's Report** – Nothing to report

**Committee Reports -**

- **ARC** –
  - A few fence and tree requests
  - Working on updating the ARC form so you can submit digitally
- **Compliance** –
  - Discussed violations vs. weekly inspections and the quadrants
  - Need to speak with Brian about what needs to be considered a violation

Motion to extend the meeting to 7:30

- **Clubhouse & Pool -**
  - Swim contract is here for signatures
  - They agreed to most of our contingencies.
    - Need to check on the \$500 donation to the swim team
    - More research needed on the eye wash stations and prices
  - Pool bath updates –
    - Permit was submitted January 22<sup>nd</sup>
    - Granite has been secured
    - Will not start work until the permit is back from the county
    - Need a weekly update every week until the permit is obtained
  - Light by the clubhouse was not working and the company came back out to look at them
  - Joel to look into flag lights
  - Parking lot lights – the one not working was defective and is going to be no cost to us
- **Grounds** –
  - Need to clean up the pine needles on main road
- **Newsletter/Website -**
  - Rachael revamped the newsletter
  - Will try to go live with the new website by the end of the month as Michelle is working on the final touches
- **Social** –
  - April 14<sup>th</sup> is the Spring Community Yard Sale 7:00am – 12:00pm
  - April 15<sup>th</sup> is the swim team registration 2:00pm – 4:00pm
  - June 15<sup>th</sup> is the end of school year pizza and ice-cream party 5:30pm – 7:00pm
    - The movie night by the pool will follow
  - August 7<sup>th</sup> is National Night Out and begins at 6:00pm
  - September 22<sup>nd</sup> is the Fall Community Yard Sale 7:00pm – 12:00pm
  - October 20<sup>th</sup> is the Fall Festival 3:00pm – 5:00pm
  - December 9<sup>th</sup> Santa is visiting from 4:00 – 6:00

- **Swim Team** –
  - Valentine fundraiser raised \$425 and was a success
  - Swim registration is April 15<sup>th</sup> from 2:00 – 4:00  
[www.ferociousfrogs.swim-team.us](http://www.ferociousfrogs.swim-team.us)
  
- **Welcome Committee** – Nothing to report

Meeting extended to 8:00

**Management Report** –

- Discussed copier choices
  - Is there a warranty and how much does it cost?
  - What does the maintenance agreement look like?
- Suzanne needs a new chair – all approved not to exceed \$300

**Executive session:** Board motioned to enter executive session to discuss violations for homeowners, late dues and board of directors at 7:27. Motion carried. Board motioned to exit executive session. Motion carried.

**Adjournment:** Board motioned to adjourn meeting at 7:47. Motion carried.

**BATTLEFIELD GREEN COMMUNITY ASSOCIATION, INC.**

**BOARD OF DIRECTORS MEETING MINUTES**

**March 15<sup>th</sup>, 2018**

**Board Members in attendance:**

Rachael Schrinel, President (2020)  
 Kara White, Vice President (2019)  
 Mary Sigmon, Treasurer (2020)  
 Tiffany Previs, Secretary (2019)  
 Brian White, Director (2019)

**Board Members not in attendance:**

Joel Skrdla, Director (2018)  
 Doug Elder, Director (2018)  
 Slip Neal, Director (2018)

**Welcome & Call To Order**

Rachael Schrinel, President called the meeting to order at 6:35 p.m. Adjournment time set for 8:00 p.m.

**Additions, Deletions or Changes To The Agenda**

No additions, deletions or changes were made to the agenda.

## **Owners Forum –**

*Neighborhood children putting together a petition for basketball courts*

The decision to not put up basketball courts was because of overwhelming opposition due to crime increase but the board will look at the petition and discuss once complete

*Site where you pay HOA dues is having problems*

Please contact the site directly with any issues you are having

*Can we get a copy of the revised inspection list to see what the board is looking for regarding needed home improvements?*

Yes

*Can homeowners put stuff in Newsletter?*

Yes, and they can also be put on the bulletin board. The board will review any homeowner items before posting.

## **President Report –**

- Bathrooms are being gutted and progress is being made
- Also wanted to note this is the first Thursday board meeting. We hope to see attendance increase due to the change from Tuesdays

**Treasurer's Report –** Nothing to report

## **Committee Reports -**

- **ARC -** Nothing to report
- **Compliance –**
  - Joel working on checklist but not in attendance to check progress. Once checklist is done, Joel, Brian and Suzanne will go over lists
  - Board will give more time for seasonal violations
  - Brian to re-write the letter the compliance letters to sound less harsh
- **Clubhouse & Pool -**
  - Suzanne got a new chair
  - Sending copier back and need to buy a new one
    - No more than \$300 and can purchase the warranty for \$9.99
  - Eyewash station – option 1 – portable
  - The pool bath renovations are running on time
- **Grounds –**
  - Cleanup is underway after the wind we had
  - The pine tree has been removed that fell
- **Newsletter/Website -**
  - New website is up and running – Michelle did awesome job
  - Need a few more neighborhood business contacts

- **Social** –
  - All social events were added to Facebook except Santa
  - Yard sale will go into the paper a week prior and will be at peoples houses this year versus the clubhouse parking lot
  
- **Swim Team** – Nothing to report
  
- **Welcome Committee** – New jars were delivered

**Management Report** –

- Will inspect grounds next week to let Blary know of mulch, turf, etc. that needs addressing
- Parking lot repair is being done in next few weeks
- Flay lights to be completed by Fowlkes

**Executive session:** Board motioned to enter executive session to discuss homeowner letter and homeowner violations at 7:30. Motion carried. Board motioned to exit executive session. Motion carried.

**Adjournment:** Board motioned to adjourn meeting at 7:45. Motion carried.

**BATTLEFIELD GREEN COMMUNITY ASSOCIATION, INC.**

**BOARD OF DIRECTORS MEETING MINUTES**

**May 17<sup>th</sup>, 2018**

**Board Members in attendance:**

Rachael Schrinel, President (2020)  
 Kara White, Vice President (2019)  
 Mary Sigmon, Treasurer (2020)  
 Tiffany Previs, Secretary (2019)  
 Joel Skrdla, Director (2018)  
 Doug Elder, Director (2018)  
 Slip Neal, Director (2018)

**Board Members not in attendance:**

Brian White, Director (2019)

**Welcome & Call To Order**

Rachael Schrinel, President called the meeting to order at 6:30 p.m. Adjournment time set for 7:30 p.m.

**Additions, Deletions or Changes To The Agenda**

No additions, deletions or changes were made to the agenda.

## **Owners Forum –**

### *Neighborhood watch -*

Laurie will put in the application for the national night out and will look into more events in the future

*Can I send a picture of my neighbor's yard that is improperly cut to the board so they can send a letter?*

Yes, you can send whatever complaints and pictures you have directly to Suzanne

**President Report –** Bathrooms are moving along nicely and look great

**Treasurer's Report –** Nothing to report

## **Committee Reports -**

- **ARC –**
  - There have been 5 or 6 requests, nothing crazy – all approved
  - Taking Suzanne off of the approval process per her request
  
- **Compliance –**
  - Reviewed compliance check list. Will post on Facebook after approved and then used for annual inspection.
    - Motion to approve list and post on Facebook prior to June inspections– all in favor
  - The board should approve all letters going out to residents due to complaints
  - Residents with dead trees should get a letter stating that it is strongly encouraged for them to remove the tree
  
- **Clubhouse & Pool -**
  - Pool baths will be functional by the time the pool opens on May 26<sup>th</sup>
    - We need to look at their contractual end date to see if money needs to be deducted for the delay of completion
  - Pool has been filled and baby pool has been fixed. They will be here this weekend to continue cleaning
  - Pete Bush will paint the diving board base, so the rust is not seen
  - Swim Metro will be bringing management team for the board to meet – Suzanne to schedule
  - Pool passes have been going smoothly
  - Pool rules for adjusting:
    - Inflatable, individual sized rafts to only be used during adult swim – all approved
    - Hours to be extended to 8:00 Monday thru Thursday – will check cost and possibly do only one day a week if too expensive. Suzanne to find out and email board for approval
    - Lowering babysitting age to 13 – not approved
    - Add birthdates to children's passes going forward
  - Eye wash will be added next week
  - Fountain has been removed
  - We need four additional umbrellas and 4 to 5 more chairs
    - Motion to get the four umbrellas as soon as possible not to exceed \$1500 – all approved
    - Suzanne to go to Lowes and get some plain white chairs

Extended meeting until 7:50

- **Grounds –**
  - Non-Resident wants to rent the pavilion – Suzanne to email and ask which date they want. If there are no other residents that want it that weekend, they can use it for \$150.
  - Brian and Suzanne reviewed grounds and things that need to be repaired or replaced –
    - Quote from Associa with removing the roller caps and caps on vinyl fence no more than \$1600 - all approved
  - Suzanne to check how much doggie stations are to add two more
  - Quote from Rowe Fencing LLC for the tennis extensions to be reviewed for next meeting
  - Folks Electric quote to fix light fixtures – approved with the Everstone and small post lights for no more than \$2500

Extended meeting until 8:15

- **Newsletter/Website -**
  - New website is working and looking great
  - There is a small glitch in forms that are being sent to Suzanne – Michelle and her husband to check it out this weekend
  
- **Social –**
  - Next event is June 15<sup>th</sup> for end of school party
  
- **Swim Team –**Parent meeting is May 20<sup>th</sup>.
  
- **Welcome Committee –** Nothing to report

**Management Report –**

- Few complaints about neighbors – they have been forwarded for review
- In the future, please send additional documents with the agenda for review prior to meeting so approvals can move faster during meeting
- Four board members will not be present for the next meeting, July 19<sup>th</sup>.
  - Motion to move July 19<sup>th</sup> meeting to July 31<sup>st</sup>, still at 6:30

**Adjournment:** Board motioned to adjourn meeting at 8:10. Motion carried.

**BATTLEFIELD GREEN COMMUNITY ASSOCIATION, INC.**

**BOARD OF DIRECTORS MEETING MINUTES**

**July 31<sup>st</sup>, 2018**

**Board Members in attendance:**

Rachael Schrinel, President (2020)  
Kara White, Vice President (2019)  
Mary Sigmon, Treasurer (2020)  
Tiffany Previs, Secretary (2019)  
Brian White, Director (2019)  
Joel Skrdla, Director (2018)  
Doug Elder, Director (2018)  
Slip Neal, Director (2018)

**Board Members not in attendance:**

**Welcome & Call To Order**

Rachael Schrinel, President called the meeting to order at 6:30 p.m. Adjournment time set for 9:00 p.m.

**Additions, Deletions or Changes To The Agenda**

No additions, deletions or changes were made to the agenda.

**Owners Forum –**

*National Night Out -*

Laurie will be getting the package Thursday and we will find out specialty appearance a few days before. She is trying to get face painting and corn hole boards. Rachael suggested Beta Club for volunteer hours.

**President Report –** Thank you everyone for coming

**Treasurer's Report –**

Cash account for the debit card is \$900 for social events

- Mary motions to put \$4000, Rachael seconds – all were in favor
- We have a CD that is due for renewal November 24<sup>th</sup> for \$227,000, we should possibly look into longer CD's – Mary will look into options

**Committee Reports -**

- **ARC –**
  - Discussion on solar collectors versus solar panels
    - Make a motion to change documents to say “Roof solar panels are permitted pending approval from ARC Committee” – all approved
  - There is no livestock in Battlefield Green – this includes goats, pigs, chickens, alligators, monkeys, etc.

- **Compliance –**
  - The sheet that was produced is hard to read and enter information.
    - Smart web/Smart violations could be a good tool to use going forward. The information from the sheet that was produced can be input into smart web and used as a guideline
    - Cost is \$195 setup fee then a third-party postage and printing .83 cents per letter and \$7.50 for certified mail. \$30 a month fee to use the smart web – Community Group will pay for the rest of 2018 and all of 2019. It would be an additional \$20 a month if the board uses the Community Group’s tablet.
    - Are you tied into a contract? – Kenny will check on it
    - What is the setup time if we decide to use it? – Kenny will check on it, but he would say no more than 30 days
  
- **Clubhouse & Pool -**
  - Al and Pete conversation –
    - Lowering of the urinal and the partition have not been completed - lowering the urinal would have been cost prohibitive and also blow the timeline
    - The partitions needed to be cut down, but they are ready to be put up
    - Hand rails and benches have been installed
  - Pool bath roofs – there are two leaks, both companies recommended replacing the whole roof
    - There have only been repairs for multiple years
    - Motion to have the repair done with the contingency that it does not go over \$3000 and then get a few more quotes for full roof replacement in the next week for board approval through email – all approved
  - Pool microphone – table the quotes until January to make a decision
  - Pool hours – pool hours are extended until 8:00 on the weekdays now that swim season is over and we also got the extra weekend for the end of the season (weekend after labor day)
  - Make sure the non-skid on the diving board is sufficient
  
- **Grounds –**
  - Parking lot at clubhouse – tabling until September
  - Doggie stations – Only two suggested locations from homeowners
    - Make a motion to install a new dog station to stockade and to move the one to the left of Campaign Trail over to the corner of OCD and Campaign – all approved
  - Discussed areas along OCD that need attention – Suzanne to discuss with Blary’s and get a quote
  - Motion to add a new pink cherry tree in island at main entrance as long as its 8’
    - Kara and Brian Opposed
  
- **Newsletter/Website -**
  - A possible new resident section/button for people moving to the neighborhood
  
- **Social –**
  - National night out will be on August 7<sup>th</sup> and will start at 6:00. There will be pizza, drinks and cookies for free
  
- **Swim Team –** All went well. One of our residents received scholarships.

- **Welcome Committee** – Nothing to report

**Management Report –**

- All is going well, mostly quiet and very little complaints
- Sink hole in the bricks going to be filled again
- Reviewed action item list

**Closing open session going into Executive Session at 8:46**

Discussed pool violations, pool renovations, board orientation recap, personnel issues and Community Group contract

**Back into open session at 9:45**

**Extend meeting to 10:00**

Pool rule being added about pool vandalizing – If someone vandalizes property at the pool, the lifeguards shall have authority to revoke their pool privileges without predetermined warnings. If it is a child under 18, they will no longer be able to use the pool facilities without an adult present.

Pete Bush installing the partitions - \$4000 credit for the urinal

**Meeting adjourned at 10:00**

**BATTLEFIELD GREEN COMMUNITY ASSOCIATION, INC.**

**BOARD OF DIRECTORS MEETING MINUTES**

**September 20<sup>th</sup>, 2018**

**Board Members in attendance:**

Rachael Schrinel, President (2020)

Mary Sigmon, Treasurer (2020)

Tiffany Previs, Secretary (2019)

Brian White, Director (2019)

Joel Skrdla, Director (2018)

Doug Elder, Director (2018)

Slip Neal, Director (2018)

**Board Members not in attendance:**

Kara White, Vice President (2019)

**Welcome & Call To Order**

Rachael Schrinel, President called the meeting to order at 6:30 p.m. Adjournment time set for 8:30 p.m.

### **Additions, Deletions or Changes To The Agenda and Minutes**

No additions, deletions or changes were made to the agenda and minutes

#### **Owners Forum –**

*Halloween Decorating Prize -*

Can the board approve a \$50 prize for the Halloween decorating contest?

- Board unanimously approved \$50 gift card for both the Halloween and the Christmas

*There is a car without tags in the street and driveway*

- Call the county to see what can be done

*What is the proper protocol with facebook questions with the board*

- The current one is not board official. If we ever make it official, we will have a board page

*Do we have working smoke detectors in the clubhouse?*

- We will check into it as we are not 100% sure

#### **President Report –**

- We have a new on-site manager, Erin Hackett. It will be posted on Facebook and the newsletter
- There will also be a change in the hours Monday, Thursday and Friday 11:00 – 6:00 through March.

**Treasurer's Report** – Budget was in line with what we anticipated minus a few items:

- Pool passes were up \$1000 from the budget
- Up \$2700 for Rec fees
- Rates have improved on CD's and there are several options out there. Mary will look into the different options and let us know next meeting.

#### **Committee Reports -**

- **ARC** –
  - Quite a few fences, siding, painting solar panels requests have been requested
  - There was a shed request that was spec'ed out OK but needed more siding and roof information – approved with the standard specifications sent on siding and roof
- **Compliance** –
  - Community group will be going out for a follow-up on annual inspections
  - About 15 homeowners requested additional time
- **Clubhouse & Pool** -
  - Bathroom renovations –
    - Have not installed urinal dividers, should be out next week.

- Need bathroom signs
  - Money is still being held
  - Erin will call and schedule a time for him to get the keys
  - Need to check on whether or not bathrooms have been winterized – need to be done after Fall Festival on October 20<sup>th</sup>
- **Grounds –**
    - Going to review the proposal on upgrades
    - Cherry tree will be installed in October when weather conditions are optimal
    - The county says you have to have the basins inspected every 5 years. Some over grown area needs to be addressed
    - Reminder needs to be sent not to throw trash and limbs into common area as that costs additional money – will add to newsletter as well
    - Mulch needs to be replaced in the playground area
    - There are cracks in the sidewalk that have big patches of grass that needs addressing
    - We need to trim the crape myrtals
    - There is a clump of dirt along OCD that needs to be fixed. This was done by Dominion Power and not fixed before leaving.
    - Areas between fences and OCD needs addressing – cutting back trees, sanding, moss and extra loose limbs
    - Approval of contract for two years – Not to exceed \$30K a year with the contingency that he adds the areas between the fences and OCD – Unanimously approved
    - Will table parking lot sealing until early 2019 – Brian to look into when the last paving project has been done
    - Added doggie station was done and the one was moved. May need to
    - Community clean-up day seems to be gaining more interest.
      - Will get dumpsters from October 5<sup>th</sup> – October 15<sup>th</sup> not to exceed \$1500 - Unanimously approved
- **Newsletter/Website -**
    - Newsletter will be coming out in the next week
    - Website needs Erin’s information
- **Social –**
    - Yard sale is this coming Saturday – Erin needs to update kiosk and try to find the banner
    - Fall Festival is October 20<sup>th</sup> from 3:00 – 5:00
    - Possible Neighbor watch meeting on November 3<sup>rd</sup> – waiting on Rachael to check the date for availability
    - Santa is coming December 9<sup>th</sup> from 3:00 – 5:00
- **Swim Team –** Done for the season
- **Welcome Committee –** Going well
- **Nominating Committee –** Kara will be proxy holder for the annual meeting

**Management Report –**

- Parking pole lights need to be painted
- Blary needs to complete some work for the county
- Pool bath roof proposals to be sent by Brian for board review – need to decide on repair vs. replacement

**Closing open session going into Executive Session at 7:59**

Discussed collections and foreclosures

**Back into open session at 8:11**

**Meeting adjourned at 8:11**

**BATTLEFIELD GREEN COMMUNITY ASSOCIATION, INC.**

**BOARD OF DIRECTORS MEETING MINUTES**

**November 15<sup>th</sup>, 2018**

**Board Members in attendance:**

Rachael Schrinel, President (2020)

Kara White, Vice President (2019)

Mary Sigmon, Treasurer (2020)

Tiffany Previs, Secretary (2019)

Brian White, Director (2019)

Joel Skrdla, Director (2021)

Doug Elder, Director (2021)

**Board Members not in attendance:**

Lori Crume (2021)

Tanner Jones (2021)

**Welcome & Call To Order**

Rachael Schrinel, President called the meeting to order at 6:57 p.m. Adjournment time set for 9:00 p.m.

**Additions, Deletions or Changes To The Agenda and Minutes**

No additions, deletions or changes were made to the agenda and minutes – all approved

**Owners Forum –**

*Can a boat be parked on the street?*

- We believe that a boat would need to be parked behind the house. We will check the bylaws to be sure

**President Report** – Thank you, Slip, for all of your board and community service

**Treasurer’s Report** – Money decisions to be made for Money Market accounts, Operating Account and the CD to be renewed next month

- Move \$56,056.72 from South States Money Market into a 25-month CD at 2.27%
  - All approved
- Essex Bank CD of \$35,742 to be renewed for 13-month CD at 2.15% with an additional \$50,000 from the operating account
  - All Approved
- Move \$15,000 from operating account into the current Pacific Premier Bank Money Market
  - All Approved
- Annual surplus from budget of \$4,200 to be moved into the operating account
- 2019 Budget to be approved as written
  - All Approved

**Committee Reports -**

- **ARC** –
  - There was a shed request that was spec’ed out OK but needed more siding and roof information – approved with the standard specifications sent on siding and roof
  - A deck request made
- **Compliance** –
  - Community Group is still following up on the annual inspections
  - 2<sup>nd</sup> notice was mistakenly put on some of the letters – that has been corrected. Community Group has a new system in place and has committed that this error will not happen again
  - Still looking into the SmartWeb for the inspections and will be a topic at the meeting in January
  - One of the abandoned cars has been removed and one is still present. The county has been out to look at it and Erin has asked for an update.
- **Clubhouse & Pool** -
  - Bathroom renovations are 100% done.
    - Storage doors in the bathroom look a little rough. Need to know whether or not that was included in the price – if not, are there any left-over paint for us to paint them and make them look better
  - Swim metro final payment will not be made until the bathrooms have been winterized
  - Pool bath roof estimates – Brian made motion to use J. King DeShazo for the roof replacement for no more than \$13,000
    - All approved
  - Clubhouse renovations – Brian, Joel and Doug to start the movements on the statement of work
  - Power Washing – quotes in for Tennis Courts, Gazebo, Sidewalks/Walks, and Concrete Pavers

- Bird nests need to be removed first
    - Hold until March's meeting
  - Erin is working on having the keys redone for the clubhouse so we are all on one key
  - Joel is working on the emergency lighting in the clubhouse
  - All smoke detectors are up to code
  - Fire extinguisher to be replaced in the next month
- **Grounds –**
  - Play ground chips to be added in the next couple of weeks
  - Old Calvary has been cleaned up
  - Grill stick to be removed
  - Trash cans – Blary requested tops to be put on the trash cans so water cannot get into them. Erin to make it happen.
- **Newsletter/Website -**
  - Erin is starting to work on the next newsletter. We will try and send out more frequent newsletters to the community
  - Dumpsters – four dumpsters to be placed in the clubhouse parking lot until full this spring, everything can go minus household trash – not to exceed \$2000
    - All approved
  - Discussed social events and corresponding dates for 2019 but still need social committee for these to take place
  - Moving forward with holiday contests, will not only be posted on Facebook, but also the kiosk, the meeting and the newsletter. All contest moving forward must have a minimum of 5 entries to be eligible for a monetary prize.
  - Guidelines on holiday decorations – no limit on decorations, only a timeframe.
- **Social –**
  - Board would like to thank Michelle for hosting an awesome Halloween decorating contest and congrats to the Walters for winning the 2018 contest
  - Next event is Santa on December 9<sup>th</sup> from 3:00 – 5:00
  - 2019 events were shared in the newsletter
- **Swim Team –** Done for the season
- **Welcome Committee –** Still going well. Shannon hands out a good amount each month.

**Management Report –**

- Swim metro took care of the lounge chair storage
- Pool bath signs were installed
- Winterization of the baths are in progress

### **New Business –**

- Swim Metro contract reviewed – motion made to accept contract and move forward for the 2019 year to not exceed \$49,000
  - All approved
- Kurt stated that the drain issue is not a problem for 2019 but needs to be considered for 2020/2021 when the plaster of the pool is replaced
- Pool was really dirty past season – drain this year and then look to repair after the 2019 season – Erin to talk to Kurt about the repair and all things involved
- Swim Metro to drain and fill the pool for no more than \$2000
  - All approved
- Discussed collection attorney. Motion to terminate contract with Equity Experts and move all new business with Hodges Law Office effective immediately
  - All approved
- Discussed accounts that are in foreclosure. Motion to write off the two highlighted accounts.
  - All approved
- Nominated board appointments
  - Tanner Jones board appointed

### **Closing open session going into Executive Session at 8:33**

Discussed collections and specific home exterior maintenance needs

### **Back into open session at 8:45**

### **Meeting adjourned at 8:45**

## **BATTLEFIELD GREEN COMMUNITY ASSOCIATION** **Annual Meeting Minutes** **November 15, 2018**

Rachael Schrinel, President welcomed and thanked everyone for attending. The following individuals were introduced:

Kara White, Vice President (2019)

Mary Sigmon, Treasurer (2020)

Tiffany Previs, Secretary (2019)

Brian White, Director (2019)

Joel Skrdla, Director (2021)

Doug Elder, Director (2021)

Erin, Hackett, Facilities Manger  
Brian Atkins, Community Manager

Tiffany certified quorum with 68 owners represented by proxy or in person and certified notices were sent according to the bylaws.

A motion was made and seconded by the membership to approve the 2017 annual meeting minutes, motion carried.

Rachael reported on the 2018 accomplishments to include the pool bath renovation, revised clubhouse rental rates, tot lot mulch installation is pending, updated parking lot lighting, addition of dog waste stations, new pool furniture and the promotion of expanded community events. In 2019, we will be looking to renovate the Clubhouse, install a new pool bath roof, address the pool drain repairs as well as parking lot repairs and sealcoating and landscaping improvements along Old Cavalry Drive.

Rachael presented the President's Report.

Mary presented the Treasurers report.

A motion was made and seconded from the floor to approve the IRS resolution.

Kara called for nominations from the floor. There were no nominations. Kara introduced candidates Lori Crume, Doug Elder, Tanner Jones, Melanie Roberts, Joel Skrdla. Write-in candidates Michael Easter, Laura Conway and Rachel Redford were also introduced.

Homeowners were instructed to vote for up to 3 candidates.

Rachael opened the floor for general discussion.

Kara announced the results of the ballot counting. Lori Crume, Doug Elder and Joel Skrdla were elected.

A motion was made and seconded to adjourn the 2018 annual meeting, motion carried.