

**BATTLEFIELD GREEN COMMUNITY ASSOCIATION**

**BOARD OF DIRECTORS MEETING**

**January 17, 2019 at 6:30 pm at the Community Clubhouse.**

**Opening statement:** Welcome and thank you for joining us for the monthly BG Board Meeting where your Board of Directors will work through the agenda below to better serve our community. Thank you in advance for your thoughts, comments and concerns as this is the only way we can better the community. Please know we will do our best to answer any concerns as soon as possible, however, we may not have the answers right away and we promise to follow up at a later time to share our decisions on next steps with those concerns.

**AGENDA**

**Call to Order and Certify Quorum:**

**President called to order at 1831hrs**

**Directors present:**

**White, K**

**White, B**

**Crume**

**Jones**

**Schrinel**

**Skrdla**

**Sigmon**

**Elder**

**Absent:**

**Previs**

## Approval of Agenda & Adjournment Time:

### Sheriff's Department Rep:

- Encourage residents to get identity protection from credit bureaus
- Report anything that is suspicious to HCSO
- Options for speeding may include radar trailers, increased patrols, and traffic engineering study
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### Owner Forum:

- Resident had question regarding regulations for boats, RVs, etc... and where they cannot park
- Resident suggested neighborhood look into "Children at Play" signs
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### Reports:

- **President Report:** Nothing to report
- **Treasurer Report:** Nothing to report
  - Nov - Dec 2018 financials
- **Committee Reports:**
  - ARC
  - Compliance
    - Inspections to be adjudicated in September
    - Going to switching to SMART Violations
    - Better, more frequent communications with home owners
    - No pictures to be taken during the weekly inspections. Pictures can or will be attached to second notices and at adjudication
    - Violation letters and SMART Violations will have a 2 week "cure" date. Larger violations may have longer cure times OR the violation letter must include a notice (in bold) to contact the On-Site Manager if more time for mitigation is required
    -

- Clubhouse / Pool / Courts
  - Interior renovations
    - Ditch the table outside the kitchen window
    - Get a quote for drywall vs. replace tiles
    - **Rachael to make motion to move forward with SoW and additional addendums to get 3 or more quotes from general contractors. Skrdla second. No NAYS**
  - Remove cable service options
    - **White and Skrdla to setup SMART TV and DVD player and HD antenna**
- Who is fiscally responsible for Clubhouse rental and damages private party vs. community party. Resident rental gets security deposit, social committee doesn't.
- Case by case basis and if Board member is present
- 
- Grounds
  - Blary's leaf removal and dog stations
  - Blary asked to make sure leaves aren't blown back into neighbors' yards or over fences
  - Brian A. to check on whose property line the trees and embankment is behind Rolling Hills
- **Meeting to be extended to 2100 hrs. Elder seconded. No NAYS**
- Newsletter / Website
  - **Add communication to kiosk regarding resident email / updates with Erin**
- Social
  - No minimums for number of residents to participate in Halloween or Christmas decorating contests
  - Lori and Mary to lead National Night Out (with face painting)
  - Mary and Lori to lead Fall Festival

- Kara and Brian to lead End of School Year Pizza Party
  - Doug, Joel, and Tanner to lead up Santa
- Welcoming committee – nothing to report
  
- **Management Report:** Action items

**New Business:**

- A. Speeding controls on OCD – See above
- B. Leaf removal Rolling Forest – Erin communicated with Kelly at Rolling Hills
- C. LED info board – tabled to 2020
- D. Smart Violations – see above
- E. Swim Team
  - a. Michelle Shores requesting that Clubhouse be used for training for the BFG Swim Team / GRAL. Shores to let Erin know the dates of the Clubhouse borrow
- F. Mary wants to know who has Clubhouse keys and who should have keys and consider getting combination locks that can be changed

**Executive Session:** hearing

- Rachael motion to enter into Exec Session at 2053hrs
- Motion to fine homeowner in 30 days if violations aren't mitigated or extenuating circumstances communicated to Board. Mary seconded.
  - All in favor, White, B opposed
- Motion to fine homeowner immediately for inoperable vehicle / eye sore in driveway
  - Skrdla second, all in favor, White, B abstained

**Adjournment:** Meeting adjourned at 2103hrs

**Next meeting:** Thursday, March 21 at 6:30 pm

**BATTLEFIELD GREEN COMMUNITY ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**March 21<sup>st</sup>, 2019**

**Board Members in attendance:**

Rachael Schrinel, President (2020)  
Kara White, Vice President (2019)  
Mary Sigmon, Treasurer (2020)  
Tiffany Previs, Secretary (2019)  
Lori Crume (2021)

**Board Members not in attendance:**

Tanner Jones (2021)  
Brian White, Director (2019)  
Joel Skrdla, Director (2021)  
Doug Elder, Director (2021)

**Welcome & Call To Order**

Rachael Schrinel, President called the meeting to order at 6:32 p.m. Adjournment time set for 7:30 p.m.

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

No additions or deletions to the agenda. Meeting minutes approved.

**Owners Forum –**

- RV Rules – will notify homeowner of RV parking rules
- Renting rooms in your home – No rules against renting out rooms

**President Report –** No report

**Treasurer's Report –**

- Reserve Study recommendations. Doing better than current reserve study suggests and can afford to do full clubhouse renovation without hitting our bottom line too hard.

**Committee Reports –**

- **ARC –** No Report
- **Compliance –**
  - Annual inspections will begin in April and notifications will be added to the next quarterly newsletter. Things to “be on the lookout for” will be in the newsletter. Smart web will be used this year.

- Need to send out letters to people blowing leaves onto Old Calvary and speak to the condo board about leaves being blown onto the sidewalks
- **Clubhouse & Pool -**
  - Still getting in quotes and recommendations on clubhouse remodel
  - Spoke with Barbara Goodwin (interior designer) about her recommendations
  - Power wash quotes discussed
    - Motion to move forward with Sparkle Wash for no more than \$5000 – All Approved
      - Will power wash clubhouse, fence, pavilion, sidewalks, pavers, tennis courts with NO sand added
  - Pool pass extended hours – No extension of hours, but add May 18<sup>th</sup> from 9:00 to 2:00
  - Clubhouse Alarms – will be tabled until next meeting when Joel is present

Extend meeting to 8:00

- **Grounds –**
  - Rachael would like to go to the next condo meeting to discuss the leaf blowing
  - Erin - Blary's to check out the retention basins and make sure they are on the ground cleaning rotation
  - Replacing all trash cans with ones with lids
- **Newsletter/Website -**
  - Need to add the swim coach need, the power washing company, Saturday pool pass addition to the next newsletter
  - A lot of updates on the website which are causing some glitches – so she is working on fixing those
- **Social –**
  - Dumpsters are coming April 6<sup>th</sup>
  - Bunco is in full swing
  - The yard sale dates need to go into the newspaper
- **Swim Team –**
  - Need to find coaches – need them by May 19<sup>th</sup>
  - Going to do a few stricter guidelines for swimming requirements
  - Still doing fundraisers
  - Registration is April 8<sup>th</sup>
  - Working on first meet time to be scheduled
- **Welcome Committee – Still going well**

### **Management Report –**

- Everything going well – no major issues
- Property line is 6 feet off of the sidewalks down Old Calvary
- Report from speed trailer to be in soon

### **Closing open session going into Executive Session at 7:55**

Discussed specific home exterior maintenance needs and clubhouse renovations

### **Meeting extended to 8:15**

### **Back into open session at 8:08**

Found homeowner in violation of rules and made motion to start charge account \$10 a day

### **Meeting adjourned at 8:15**

## **BATTLEFIELD GREEN COMMUNITY ASSOCIATION, INC. BOARD OF DIRECTORS MEETING MINUTES May 16<sup>th</sup>, 2019**

### **Board Members in attendance:**

Rachael Schrinel, President (2020)  
Kara White, Vice President (2019)  
Tiffany Previs, Secretary (2019)  
Tanner Jones (2021)  
Joel Skrdla, Director (2021)  
Doug Elder, Director (2021)

### **Board Members not in attendance:**

Brian White, Director (2019)  
Mary Sigmon, Treasurer (2020)  
Lori Crume (2021)

### **Welcome & Call To Order**

Rachael Schrinel, President called the meeting to order at 6:30 p.m. Adjournment time set for 8:00 p.m.

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

No additions or deletions to the agenda. Meeting minutes approved.

### **Owners Forum –**

- Mounding the trees along Old Calvary need to be fixed

**President Report** – No report

**Treasurer's Report** –

- Went over balance sheet through April – Surplus of \$4,100 for April 30<sup>th</sup>

**Committee Reports** –

- **ARC** –
  - New volunteer – Jay Campbell
  - Need to address sheds matching homes and remind people they need to submit a request
  
- **Compliance** –
  - Annual inspection letters have gone out
  - Most people were given 45 days, next letter will give 30 days
  
- **Clubhouse & Pool** -
  - Travis with Swim Metro in attendance –
    - Brian Stephen will be back for pool manager
    - Brianna assistant pool manager
    - Tayler head guard
    - 2 full time and 4 part times
    - Meeting for staff to be determined, but will more than likely be 5/21 or 5/23
    - Pool was drained, cleaned and some patches were made in the deep end
    - New motor was installed and running
    - Diving board prepped for the new fulcrum and will be installed in the next week
    - June 21<sup>st</sup> is end of year pool party
  - Tennis courts have a crack and need a weed spray – will revisit crack when we do reseal, but will weed spray now
  - Parking lot needs to be resealed – will wait until after the pool season for that
  - Discussed clubhouse renovation
    - Rachael made motion to move forward with renovation with a budget of \$140K – all approved
  - New tables have been ordered for the pool
  
- **Grounds** –
  - Dead bush around the pool needs to be removed
  - Crate myrtles need to be trimmed
  - Area behind Iron Works needs to be cut



- Need to cut 6 feet off from road in all areas
- Irrigation is now turned on
- Sidewalk sinking at the end of Old Calvary
  
- **Newsletter/Website -**
  - Website has been broken for quite some time. Proper upgrades were not made. Michelle is working on fixing areas that are down.
  - Next newsletter to go out end of summer with clubhouse renovations.
  
- **Social –**
  - Bunco night is tomorrow night, May 17<sup>th</sup>.
  - End of year party and movie night is scheduled for June 21<sup>st</sup>.
  
- **Swim Team –**
  - All coaches have been hired
  - Sponsors have been secured
  - Need some additional board members and plan on filling them throughout the summer
  - First practice is Monday, May 20<sup>th</sup>
  
- **Welcome Committee –** A little behind getting out welcoming packages but will get back on it.

**Management Report –**

- Few phone calls from homeowners with a few complaints on annual inspection issue
- Rekeying the doors after renovations
- Upgrading alarm system and possibly code access will be added along with renovations
- Traffic report came in and we are officially considered a speeding complaint zone
  - Need 75% of homeowner’s signatures in order to proceed

**Meeting adjourned at 8:00**

**BATTLEFIELD GREEN COMMUNITY ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING MINUTES  
September 26<sup>th</sup>, 2019**

**Board Members in attendance:**

Rachael Schrinel, President (2020)  
Kara White, Vice President (2019)  
Tiffany Previs, Secretary (2019)  
Joel Skrdla, Director (2021)  
Doug Elder, Director (2021)

Mary Sigmon, Treasurer (2020)  
Lori Crume (2021)

**Board Members not in attendance:**

Tanner Jones (2021)  
Brian White, Director (2019)

**Welcome & Call To Order**

Rachael Schrinel, President called the meeting to order at 6:31 p.m. Adjournment time set for 8:30 p.m.

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

No additions or deletions to the agenda. Meeting minutes approved.

**Owners Forum –**

- Owner concerned with property behind the row of homes on Ironclad not being cut – understand there is an access issue, but it needs to be addressed - As the easement isn't enough to get anything more than a push mower, they slack off. The access is there without homeowners and we will remind them that it is needed every two weeks.

**President Report –** Thank you all for being here. The clubhouse renovation is happening now and is scheduled to be done by December.

**Treasurer's Report –** The cash account is enough to handle the renovations. There is a CD that is due in December if needed.

**Committee Reports –**

- **ARC –**
  - A lot of requests coming in. Mostly cutting trees and siding. Everything going well.
  - Need to address the homes that are putting up fences without approvals
- **Compliance –**
  - Discussions will happen at executive session
- **Clubhouse & Pool -**
  - Interior renovations have started!
    - Office will be done by November 1<sup>st</sup>
    - Need to pick flooring, carpet and painting
    - 1<sup>st</sup> deposit to be approved tonight, 50% at halfway and reminder at completion, minus the \$5000 retainer.
      - All approved
    - Deposit of \$7,150 to be approved for Southern Cabinets for cabinetry

- All approved
- Pool renovation and repair
  - Need to get an amount for exploration of issues
    - All approved an amount up to \$10,000 without approval
  - Repairs will be determined once the pool is torn up
- Tennis courts – after the quotes came in, the repairs can be up to \$45,000 and only last up to 3-5 years
  - Will continue to put the tennis courts on hold
- **Grounds –**
  - Dead plants have been removed by pool/clubhouse
  - Grind the stumps of the big trees along Old Calvery – no replacing
  - Dead tree between the townhomes and Perryville needs to be taken out
  - Painting of the light poles and the signs around the clubhouse to be done
- **Newsletter/Website -**
  - Erin sending out a newsletter the week of October 14th
    - Ads in newsletter voting – Lori, Joel and Doug OK with ads – Kara, Tiffany, Rachael and Mary voted no ads – **motion denied**
- **Social –**
  - Yard sell went well
  - Fall Festival coming up on October 19<sup>th</sup> – featuring a DJ, face painter and an obstacle course
  - Holiday party is cancelled due to renovations
  - Scheduling a “Open House” on January 11<sup>th</sup> for the newly renovation clubhouse
- **Swim Team –** No report
- **Welcome Committee –** Slowly catching up on new sales

**Management Report –**

- Pool speaker equipment to be moved inside the clubhouse during the off-season
- Metal on the partitions are rusting – AOC to come out and look at it. Put some anti-rusting agent on the affected areas.
- Ballots for board positions will be due October 13<sup>th</sup>
- Annual meeting to be scheduled for December 5<sup>th</sup> at 6:30

**Executive session** called at 7:38

- Discussed foreclosures, violations and upcoming board openings

**Meeting adjourned at 8:00**

**BATTLEFIELD GREEN COMMUNITY ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**December 5, 2019**

**Board Members in attendance:**

Rachael Schrinel, President (2020)  
Kara White, Vice President (2019)  
Tiffany Previs, Secretary (2019)  
Brian White, Director (2019)  
Doug Elder, Director (2021)  
Mary Sigmon, Treasurer (2020)  
Lori Crume (2021)

**Board Members not in attendance:**

Joel Skrdla, Director (2021)

**Welcome & Call to Order**

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

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

No additions or deletions to the agenda. Meeting minutes approved.

**Owners Forum**

**President Report** – Tiffany Previs and Rachael Schrinel are resigning from the board. Michael Easter and Denis Popp were appointed to the Board. All in favor

**Treasurer's Report** – Discussion was held about Essex CD that is coming for renewal on 12/24/19.

**Committee Reports –**

- **ARC** – Committee will continue to thoroughly review.
- **Compliance** – A few outstanding issues, overly most properties are now in compliance.
- **Clubhouse & Pool -**
  - Interior renovations are underway.
    - Board is not happy with seams in the granite countertop.
    - Project is more than 50% complete.
  - Pool renovation and repair

- Repairs will be determined once Swim Metro explores the drain.
  - Tennis courts –
    - Will continue to put the tennis courts on hold
- **Grounds**
  - Blare's will return to once a week for pet stations.
  - Will need to keep up with Ironclad cutting area behind homes.
  - Stumps have been ground up from the 2 trees that were removed.
  - We will discuss tree replacement at next meeting or spring.
- **Newsletter/Website**
  - Michelle Hicks is resigning from working on the website, as she is moving. She will work with Erin for making basic changes and updates. We will try to find another volunteer to keep up with the site.
- **Social**
  - Social events for 2019 were a success
  - Clubhouse reveal party scheduled for January 11<sup>th</sup> family friendly, alcohol served.
- **Swim Team** – No report
- **Welcome Committee** – No report

**Management Report –**

- When we call our next meeting, our quorum can drop to 50%. We will need to notify and resend.
- January 16<sup>th</sup> will be annual and regular meeting.
- Meetings will remain the 3<sup>rd</sup> Thursday of every other month.
- Kara made a motion to approve the Pool Management Contract for 2020. All in favor, motion carried.

**Adjournment:** With no further business to discuss a motion was made to adjourn the meeting. All in favor, motion carried.

