

# Forest Oaks II

## *Homeowners Association*

P. O. Box 12321, Murfreesboro, TN 31729  
www.forestoaks2.com

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### Board of Directors Meeting August 19, 2021 Minutes

#### **DATE and TIME**

A regular meeting of the Board of Directors for the Forest Oaks II Homeowners Association was held on Thursday, August 19, 2021, at 5:30 p.m. at the Clubhouse.

#### **CALL to ORDER-PRESIDING OFFICER**

JoAnna Medlen called the meeting to order at 5:30 p.m. Monica Jackson, Administrative Assistant for the HOA and Judy Tabbert from Clark Legal were present.

#### **QUORUM**

A quorum was established with the following directors present:

JoAnna Medlen – President

Nancy Miller – Vice president

Linda Johnston – Secretary/Treasurer

Lytle Tenpenny – Director

Donna Acheson - Director

#### **AGENDA CHANGE**

Request from JoAnna to STRIKE

Old Business:

Architectural Modification Unit 919 (this was addressed in report from HOA Attorney)

New Business:

Pool Season Access and Work Requests.

Motion to accept agenda strikes by Lytle, seconded by Linda, motion carried-all approved.

Request from JoAnna to ADD:

*Old Business:*

Report from HOA Attorney

Clubhouse Rental to Outside Agencies

*New Business:*

Changes to Account

Revisions to Rules and Regulations for Outside Decor

Motion to accept agenda strikes by Lytle, seconded by Donna, motion carried-all approved.

#### **MINUTES**

Motion to accept the minutes as read by Lytle, seconded by Donna, motion carried—all approved.

## **PRESIDENT and COMMITTEE REPORTS**

JoAnna shared that due to warmer than usual weather the pool season access would remain open for as long as the weather allowed.

Paving will be completed in the community the week of 09/13 and may take two weeks to finish.

## **FINANCIALS**

Elizabeth commented on current financial outlook for the HOA, specifically referring to many large ticket items coming up: paving, wood repair, insurance. Most of the wood repair is due to lack of quality of work from Timmons on roof repair. None of these expenses are a surprise, just the timing of when they all hit.

Also, briefly discussed the possibility of increasing the monthly dues from \$200-\$225, which would still be less than FO I and various other HOAs in the area. This will be discussed in greater detail when the draft budget is proposed at the October meeting.

Painting Reserve Analysis was reviewed, quotes are still being received but based on the analysis it is recommended to transfer \$35,000 from painting reserve to General Fund effective 08/31/21 to pay for 2021 paving.

Also recommendations were given in regards to the 2022 Budget which a motion to move the budget discussion to the October Meeting agenda was made by Linda, seconded by Lytle, motion carried, all approved.

Motion to approve financials by Lytle, seconded by Donna, motion carried-all approved.

## **OLD BUSINESS**

Motion to proceed with the striping of the parking lot by Nancy, seconded by Donna, motion carried-all approved.

Motion to rescind the motion to look at prices to rent the clubhouse and also limit the rental of the clubhouse to FO II Homeowners by Nancy, seconded by Lytle, motion carried-all approved

Report from Mr. Clark, HOA attorney, updated the board on current legal actions for the HOA community including the Architectural Modification Request from Unit 919. Motion to request plans from the homeowner to be submitted by 08/28/2021 in addition to the written description provided before the Board takes it under consideration with the court case be abated until that time by Lytle, seconded by Linda, motion carried-all approved.

## **New Business**

Linda presented Architectural Modification Requests from the following:

- Unit 962—Fence
- Unit 964—Fence
- Unit 908—Doors and Windows

Motion to approve the above architectural modification requests by Donna, seconded by Nancy, motion carried- all approved.

2021 Annual Meeting will be held on 12/02/2021 at 6:30pm at the FO II Clubhouse.

Nomination Forms to be distributed to homeowners on or before 10/23/2021.

Meeting Notice, Ballot and Proxy forms to be distributed by 11/08/2021

Motion to approve Annual Meeting Timeline by Lytle, seconded by Donna, motion carried-all approved.

Motion to approve moving \$35,000 as recommended during the financial update by Nancy, seconded by Donna, motion carried—all approved.

Motion to move account from Capstar to Smart Bank Checking by Lytle, seconded by Donna, motion carried-all approved.

Motion to approve revisions to Rules and Regulations Outside Decor regarding the storage, usage and classification of grills by Lytle, seconded by Donna, motion carried-all approved.

**ADJOURNMENT**

The next regularly scheduled meeting will be held on Thursday, October 21, 2021, at 5:30 p.m. at the clubhouse. A motion by Lytle to adjourn, seconded by Donna, motion carried, unanimously approved.

  
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President's Signature

12/14/21  
Date

  
\_\_\_\_\_  
Secretary's Signature

12/16/21  
Date

# Forest Oaks II

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### Board of Directors Special Called Meeting August 31, 2021 Minutes

#### **DATE and TIME**

A regular meeting of the Board of Directors for the Forest Oaks II Homeowners Association was held on Thursday, August 31, 2021, at 11:00am. at the Clubhouse.

#### **CALL to ORDER – PRESIDING OFFICIER**

JoAnna called the meeting to order at 10:55am. Monica Jackson, FO II HOA Administrative Assistant was present.

#### **QUORUM**

A quorum was established with the following directors present:

JoAnna Medlen – President

Linda Johnston – Secretary/Treasurer

Lytle Tenpenny – Director

Donna Acheson- Director

Nancy Miller was absent.

#### **ITEMS for SPECIAL CALLED MEETING**

Request for Approval for Architectural Modification submitted for Unit 930 to replace side of fence.

Motion to approve by Lytle, seconded by Donna, motion carried-all approved.

Bids for Contractors to conduct the pressure washing were reviewed:

Mike Baird \$5,500 scheduled out till 02/2022

Clean & Shine \$5,500 schedule available the week of 09/08

Leon's \$9,650

Motion to contract Clean & Shine for the power washing of the sidewalks and porches by Donna, seconded by Lytle, motion carried-all approved.

Motion to allow Clean & Shine to wash individual units as needed under the contracted rate of \$125/single story or \$150/two-story by Lytle, seconded by Donna, motion carried-all approved.

#### **ADJOURNMENT**

Motion to adjourn at 11:03AM by Lytle, seconded by Donna, motion carried-all approved.