

Forest Oaks II

Homeowners Association

Board of Directors Meeting December 01, 2023 Minutes

DATE and TIME

A regular meeting of the Board of Directors for the Forest Oaks II Homeowners Association was held on Thursday, December 01, 2022, at 5:34 p.m. at the Clubhouse.

CALL to ORDER-PRESIDING OFFICER

JoAnna Medlen called the meeting to order at 5:30 p.m. Mike Craig and Judy Tabbert were present.

QUORUM

A quorum was established with the following directors present:

JoAnna Medlen - President

Nancy Miller - Vice President

Linda Johnston - Secretary/Treasurer

Tonna Collins - Director

MINUTES

Motion by Tonna to accept the minutes, seconded by Nancy, motion carried, unanimously approved.

PRESIDENT

President deferred any comments to the Annual meeting following the Directors meeting.

COMMITTEE REPORTS

All Committee reports were deferred to the Annual meeting following.

FINANCIALS

Judy Tabbert presented the October financials and explained the December meeting was too early in the month to provide the November financials. Motion by Linda to approve financials, seconded by Tonna, motion carried, unanimously approved.

OLD BUSINESS

Motion by Linda to send a letter to the homeowner of unit 1017 to complete the replacement of the patio side fence and remove the topper by 12/31/22, if the work was not completed by that time the Board would hire a contractor to complete the work and the homeowner's account be charged the cost. Clarification requested from Linda letter or certified letter and repair or replace. Linda clarified certified mail and replace fence. Motion put forward as stated with certified being inserted. Motion seconded by Tonna, motion carried, unanimously approved.

Motion by Linda to send a letter to the homeowner of unit 1015 to complete the repairs of the patio fence by 12/31/22, if the work was not completed by that time the Board would hire a contractor to complete the work and the homeowner's account be charged the cost. Clarification requested from Linda letter or certified letter. Linda clarified certified mail. Motion put forward as stated with certified being inserted. Motion seconded by Tonna, motion carried, unanimously approved.

Mr. Craig provided the Board with an update on delinquent accounts. The delinquent account involving Unit 1009 was paid and current to 9/26/2022.

PO Box 12321, Murfreesboro, TN 37129 www.forestoaks2.com

JoAnna Medlen President Nancy Miller Vice President Linda Johnston Secretary/Treasurer

Lytle Tenpenny Director Tonna Collins Director

NEW BUSINESS

Motion by Nancy to approve Architectural Modification Request for Unit 941, front door with side lights, seconded by Tonna, motion carried, unanimously approved.

Motion by Nancy to approve additional parking in guest parking for Unit 926, seconded by Linda, motion carried, unanimously approved.

Motion by Nancy to for the termite reserves account be closed out December 31, 2022, the balance of \$10,796.00 be moved to the Unappropriated funds effective December 31, 2022, seconded by Tonna, motion carried, unanimously approved.

Elizabeth presented the proposed 2023 budget. JoAnna opened the floor on discussion of the 2023 budget. Nancy put forth that instead of doing a \$25.00 increase doing a \$300.00 assessment just one time and then maybe would not have to another increase of a \$25.00 assessment. Elizabeth stated that inflation and other factors cannot be predicted so to do a one-time assessment and then cap might not cover expenses in the future. Judy was asked about the requirements for budget analysis. She stated a budget analysis was required each year to determine if the proposed budget would meet the expenses of the association. Elizabeth stated that hopefully an increase would not be needed next year but insurance and lawncare costs were the big expenditures that would determine that, will just have to wait and see. Discussion on budget closed. Motion by Linda to increase HOA dues by \$25.00 effective January 1, 2023, seconded by Tonna, motion carried, unanimously approved.

Motion by Linda to mail all homeowners a letter by December 8, 2022 notifying homeowners of the dues increase and explaining why an increase was needed and to include in the same mailer all new information that is to go into effect January 1, 2023, seconded by Tonna, motion carried, unanimously approved.

There was no request to address the Board

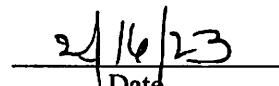
Motion by Tonna to pursue any delinquent accounts December, January and until the February meeting, seconded Nancy, motion carried, unanimously approved.

ADJOURNMENT

The next regularly scheduled meeting will be held on Thursday, February 16, 2023, at 5:30 p.m. at the clubhouse. A motion by Nancy to adjourn, seconded Tonna, motion carried, unanimously approved.



President's Signature



Date



Secretary's Signature



Date

Forest Oaks II
Homeowners' Association
P. O. Box 12321, Murfreesboro, TN 31729
www.forestoaks2.com

SPECIAL CALLED BOARD of DIRECTORS MEETING

December 05, 2022
Minutes

DATE and TIME

A special called meeting of the Board of Directors for the Forest Oaks II Homeowners Associations was held on Monday, December 05, 2022, at 9:00 a.m. at the Clubhouse.

CALL to ORDER – PRESIDING OFFICIER

JoAnna called the meeting to order at 9:00 a.m.

QUORUM

A quorum was established with the following directors present:

JoAnna Medlen – President

Nancy Miller – Vice President

Linda Johnston – Secretary/Treasurer

Tonna Collins- Director

ITEMS for SPECIAL CALLED MEETING

Architectural Modification Request

Motion by Nancy to approve the Architectural Modification Request submitted by Unit 1008 to replace the exterior front door and to replace the front storm door, seconded by Tonna, motion carried, unanimously approved.

ADJOURNMENT

Motion by Tonna to adjourn, seconded by Nancy, motion carried, unanimously approved.