

**Annual Meeting
December 01, 2022
Minutes**

The Annual meeting for the membership/homeowners of the Forest Oaks II Homeowners Association was held on Thursday, December 01, 2022 at 6:30 p.m. at the Clubhouse.

Members Present

A quorum was established with 66%, with 40% being the required threshold to meet a quorum to conduct business of homeowners either present in person or by proxy.

The following Board members were present:

JoAnna Medlen – President
Nancy Miller – Vice President
Linda Johnston – Secretary/Treasurer
Lytle Tenpenny – Director
Tonna Collins – Director

President JoAnna Medlen called the meeting to order at 6:35 p.m. Ms. Medlen recognized the board members present and introduced guest Mike Craig and Judy Tabbert.

Linda Johnston certified the roll and proxies. Linda provided Proof of Notice to the Board and homeowners. Notification of the 2022 Annual Meeting was provided by letter or email to all homeowners, posted to the association website, and posted on the door of the Clubhouse.

JoAnna thanked all the homeowners who had come out to attend the annual meeting.

Minutes

Linda asked Ms. Tabbert to read the December 16, 2021 minutes. JoAnna called for a motion to approve the minutes as read. Motion to approve the minutes as read by Tonna Collins, seconded by Lytle Tenpenny, motion carried, unanimously approved. Proof of Notice was provided to the Board and homeowners.

President's Report

It has now been 5 years since became self managed.

Remainder of 2017, Oct. to Dec., found and regained control of all accounts Timmons had and collecting information on delinquent accounts and debt owed the association. In 2018 the Board started the process of collecting over \$10,000 owed from delinquent accounts and other income due. The 2018 fiscal year began with only \$172,000.00 in total funds available and dues were \$175.00 monthly. There were just enough funds on hand to cover reoccurring monthly bills with few funds available for the reserves and the needed maintenance of the community. With available maintenance funds the Board prioritized fixing roofs and gutters in the worse condition, fixed 1shed, completed work approved by Board in spring 2017 to repair/replace shutters, and removed the big oak tree and cottonwood tree in deal with Carriage Parke. By the end of 2018 Delinquent accounts and other debt was reduced to less than \$4,000.00. The 2019 fiscal year began with \$203,000.00 in total funds available and dues were \$175.00 monthly. The collection of debt owed helped the fund balance. Maintenance projects were identified and prioritized. The Board prioritized: Clubhouse repairs, as the association was faced with the prospect of not using the Clubhouse. The fireplace was separated from the wall, the roof and gutters were leaking, and the bathrooms in Clubhouse and for pool use were leaking and needed repairs. The pool and the pool equipment needed major repairs, or the state would not allow the pool to be opened for use by homeowners. These repairs had been neglected by the management company and the Board was forced to either close the facilities or make the needed repairs. To open the pool the state

certifying agency required a phone line for emergency calls be installed at the pool. Continued to fix roofs, gutters, and sheds identified to need immediate attention. Trees threatening units were removed and an association website was set up to improve communication with homeowners and to meet state requirements. The 2020 fiscal year began with \$205,000.00 in total funds available and dues were \$175.00 monthly. The fund balance had stayed about the same and reserves for painting, roofing, and paving were not increasing as needed. The Board continued to prioritize projects. Due to COVID pandemic fewer maintenance issues were addressed in 2020. Cleaning, repairing, and replacing gutters, paving and water mitigation, roofs, carports, and the removal of trees and tree limbs were addressed. The paving and water mediation was worked on in as cost-effective way as possible without it costing the association over a \$1,000,000.00. The 2021 fiscal year began with \$239,000.00 in total funds available and dues were \$200.00 monthly. The regular lawncare, utilities, pool services and chemicals, professional services, and insurance were increasing as well as repairs were becoming more costly with inflation at 20%. In prioritizing projects, the Board was playing catch up for the 2020 pandemic year. Several projects were costly but necessary. Replacing and repairing rotten wood on roofs and on other areas of units, repairing and replacing underground wiring and electrical work in the Clubhouse and in the Pool House. The Board undertook having the main drain unstopped and cleaned out, as several units were experiencing drainage issues. The severe storms experienced at the community resulted in many trees being removed and limbs being cut back or being cut out of trees. The 2022 fiscal year began with \$251,000.00 in total funds available and dues were \$225.00 monthly. Finally, reserves are starting to be built as needed to cover future painting, roof and paving obligations. The cost of utilities and services increased, as did lawncare cost and pool services. There was a significant increase in the hazard insurance premium due to many catastrophe weather events and the condo collapse in Florida in the past year. A hail and wind damage coverage was purchased as a separate policy to ensue coverage for the community. We cannot do without hail and wind coverage. The majority of maintenance dollars have been spent on shed repairs, replacement of shed walls, repairing and replacing rotten wood correctly this year. Some of the wood repair in the past had been done with interior wood not treated exterior wood. A security system with cameras was installed after vandalism at the pool and homeowners reporting they were concerned about their safety. General maintenance of repairing and replacing sidewalks, replacing lighting on units, removing trees and tree limbs that may be potential hazards, and cleaning the main drains was completed.

So, after 5 years of self-management significant repairs and upkeep have been accomplished and our reserves are looking good. Delinquent dues are less than \$1,000.00 and all other outstanding debt is less than \$500.00.

Committee Reports

Maintenance:

Lytle reported that areas of rotted wood on units were replaced. The aluminum siding on some units may need to be addressed. Both of these may be areas of major concern in the future. Drainage has been and continues to be a problem. To totally correct the problem, as shared before, would cost more than \$1,000,000.00.

Financial:

Linda reported that under property management companies delinquent accounts were a problem. HOA dues are being collected when due or once 3 months behind the Board is taking action on delinquent accounts instead of the collection of delinquent accounts being delayed for months or even years.

Election of Officers

One (1) director's seat was on the ballot. JoAnna asked Walter Phillips to monitor the counting of votes and Sally Kimbrell and Wilma Haynes to count the ballots. Walter Phipps reported the results to Linda Johnston the secretary. Linda Johnston was elected with a majority of votes.

The next business of the Board was to appoint officers for the 2023 year. Motion by Lytle for all officers and directors to continue in their current seats, President – JoAnna Medlen, Vice-President – Nancy Miller, Linda Johnston as Secretary/Treasurer, Tonna Collins as a Director, and myself Director, seconded by Nancy, motion carried unanimously approved.

Unfinished Business

There was no old business brought forward at the meeting.

New Business

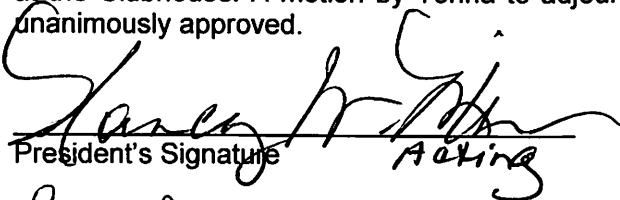
JoAnna asked Bud Morris and Charlie Teasley to address the meeting. Mr. Morris spoke to the increasing cost of insurance coverage and changes occurring in the field of insurance. The severe weather, especially the wind damage caused by storms is causing an increase in premiums. Also, some providers are pulling out of certain types of insurance and out of some states. The association could probably expect another increase in insurance premiums. Mr. Teasley addressed how inflation was affecting the cost of building supplies, building material and other associated cost to homeowners. The home values at Forest Oaks were maintaining and increasing in an uncertain market.

The approved 2023 budget and reserves were presented by Elizabeth at Linda's request. Elizabeth provided homeowners with an analysis of the association's budgetary needs for 2023, a breakdown of historical cost of services, a per unit cost of services, and dues paid by other comparable homeowner associations in Murfreesboro. The Board opened the floor to questions regarding the budget analysis. Elizabeth answered questions presented by homeowners from the floor.

Linda stated to meet the association's cost and reserve balances for the next fiscal year an increase of \$25.00 in the HOA dues, that beginning January 1, 2023 HOA dues will be \$250.00 monthly. The increase in dues was necessary to fund the approved 2023 Budget.

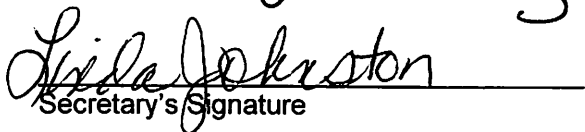
Adjourn

The next regularly scheduled meeting will be held on Thursday, December 7, 2023 at 6:30 p.m. at the Clubhouse. A motion by Tonna to adjourn, seconded by Sally Kimbrell, motion carried, unanimously approved.



President's Signature *Acting*

12/7/23
Date



Secretary's Signature

12-7-23
Date