

Forest Oaks II

Homeowners Association

Board of Directors Meeting June 19, 2025 Minutes

DATE and TIME

A regular meeting of the Board of Directors for the Forest Oaks II Homeowners Association was held on Thursday, June 19, 2025, at 5:30 p.m. at the Clubhouse.

CALL to ORDER-PRESIDING OFFICER

President JoAnna Medlen called the meeting to order at 5:42 p.m. Mike Craig and Judy Tabbert was present. JoAnna appointed Karen to act as secretary.

QUORUM

A quorum was established with the following directors present:

JoAnna Medlen - President

Nancy Miller – Vice-president

Karen Stutzman – Director

Tonna Collins – Director

After establishing a quorum President JoAnna Medlen asked Vice President Nancy Miller to chair the meeting.

Nancy reminded all present of the rules of conduct during the meeting and that homeowners scheduled to address the Board had 5 minutes to speak. Nancy thanked all homeowners for coming out and attending the meeting.

MINUTES

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

PRESIDENT'S REPORT

JoAnna thanked all homeowners for attending the meeting. JoAnna said a special Thank you to Linda Johnston for the time she gave to the association serving as a Board member. The lawn is looking really good and the lawncare contractor is doing everything that is in his contract. Homeowners were asked to give him a chance to take care of the neglect from the previous lawncare contractor instead of going around and taking pictures of everything they thought was not being done.

COMMITTEE REPORTS

There were no committee reports.

FINANCIALS

Judy Tabbert presented the April and May financials. Homeowners were reminded that the Board was making decisions based on balances in the column labeled "Excluding Accounts Receivable." Motion by Karen to approve financials, seconded by JoAnna, motion carried, unanimously approved.

OLD BUSINESS

Nancy asked Judy to report on 25-26 insurance. Judy stated that insurance proposals had not been received from the associations agent. The Board will be notified when proposals are received. The current policy renewals on August 1. Motion by Tonna to call a special called meeting to review insurance proposals and select an insurance plan for 25-26, seconded by Karen, motion carried, unanimously approved.

Nancy asked Judy for an update on the special assessment. Judy reported that that payment had been received from 112 of 117 homeowners, 2 were to be paid from estates, and 3 were outstanding.

JoAnna stated Policy/Rules and regulations for potential new buyer needed to be tabled until attorney could do further research on the matter. Motion by Karen to table policy/rules and regulations until attorney let Board know he had something for Board consideration, seconded by JoAnna, motion carried, unanimously approved.

Motion by Tonna to approve the payment plan for Unit 916, seconded by Karen, motion carried, unanimously approved.

Motion by JoAnna to send all friendly and violation letters to Unit 916 by certified mail and the cost of the certified mail will be charged to the homeowner, seconded by Karen, motion carried, unanimously approved.

Motion by Tonna to approve payment for Unit 1112, seconded by Karen, motion carried, unanimously approved.

Move to Executive Session 6:17 returned at 7:40.

Motion by JoAnna to choose Option 3 of the financial break down on the Estate of David Keith Young, seconded by Karen, motion carried, unanimously approved.

Motion by Karen to allow the auction company auctioning Unit 1026 to have a dumpster for 14 days with an opportunity to extend the time frame and if any damage is caused due to the dumpster the auction will cover the cost of the damage, seconded by Tonna, motion carried, unanimously approved.

NEW BUSINESS

Nancy opened nominations for Secretary/Treasurer by the Board. Tonna nominated Becky Avaritt. Nancy asked for other nominations. There were no additional nominations. Motion by Tonna to appoint Becky Avaritt to fill the remainder of Linda Johnston's term, which ends December 2025, seconded by Karen, motion carried, unanimously approved.

Pat Krogstad address the Board requesting that her daughter's dog, a Great Dane at Unit 1141, be grandfathered in under the February 2024 Pet Rules and Regulations. She stated that she had turned in the required paperwork at the time and that her daughter no longer wanted to pursue requesting the dog be considered as an emotional support animal and had decided to try this route.

Motion by Karen that the Great Dane is not grandfathered in under the February 2024 Pet Rules and Regulations, seconded by Toona, motion carried. JoAnna aye, Karen aye, Becky aye, and Tonna aye, Nancy abstain.

Motion by Karen that the Great Dane at Unit 1141 is to be removed from Forest Oaks II property by August 31, 2025 with a letter to be sent to homeowner notifying the homeowner, seconded by Tonna, motion carried, JoAnna aye, Karen aye, Becky aye, and Tonna aye, Nancy abstain.

Motion by Tonna to deny Mary Hargis's request to the Board to allow her daughter Katheen Zylar to reside at Unit 1126 in her absence, seconded by Karen, unanimously approved.

Motion by Tonna to approve the Architectural Modification Request Form Unit 1120 to replace the patio fence and Unit 908 to replace window, seconded by Karen, motion carried, JoAnna aye, Karen aye, Nancy aye, and Tonna aye, Becky abstain.

JoAnna provided an update on the trimming of trees and removals of trees. The HOA has not trimmed tree limbs near and off units since 2019. Proximity of trees and tree limbs are taken into consideration on insuring the association. The Ash trees infected by ash bores have died and need to be removed. Three pine trees have been identified as a threat to unit roofs and the needles from the trees are causing gutter problems and water damage to units. Motion by Karen to approve the quote of \$30,000.00 for the removal of the ash and pine trees and to trim tree limbs near or on units, seconded by Tonna, motion carried, unanimously approved.

Motion by Tonna to pay Procut to perform additional services outside of the lawncare contract, seconded by JoAnna, motion carried, unanimously approved.

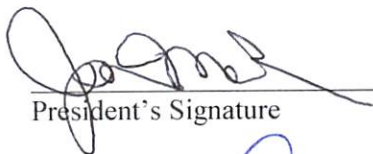
Motion by Becky to reserve any decision on lawncare to the side of Unit 943 until the August meeting, seconded by Tonna, motion carried, unanimously approved.

Motion by JoAnna to proceed with turning over the delinquent account of Unit 1107 to the association attorney, seconded by Karen, motion carried, unanimously approved.


Motion by Tonna to pay association attorney \$275.00 per hour to attend the Forest Oaks II Board of Directors meetings retroactive to January 1, 2025, seconded by Becky, motion carried, motion unanimously approved.

ADJOURNMENT


The next regularly scheduled meeting will be held on Thursday, August 21, 2025, at 5:30 p.m. at the Clubhouse. A motion by Tonna to adjourn, seconded by Becky, 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

June 25, 2025 Minutes

DATE and TIME

A special called meeting of the Board of Directors for the Forest Oaks II Homeowners Associations was held on Monday, June 25, 2025, at 4:00 p.m. at the Clubhouse.

CALL to ORDER – PRESIDING OFFICIER

JoAnna Medlen called the meeting to order at 4:02 p.m. and Judy Tabbert was in attendance.

QUORUM

A quorum was established with the following directors present:

JoAnna Medlen – President

Becky Avaritt – Secretary/Treasurer

Karen Stutzman – Director

Tonna Collins- Director

ITEMS for SPECIAL CALLED MEETING

Architectural Modification Request

Pool Maintenance

Insurance

Motion by Karen to approve the Architectural Modification request for Unit 924 to replace the patio fence, seconded by Tonna, motion carried, unanimously approved.

Nancy entered meeting at 4:09 pm.

Motion by Nancy to have Hunt Pools to replace sand in the pool house filter per estimate, seconded by Tonna, motion carried, unanimously approved.

Motion by Nancy for Hunt Pools to load the sand for disposal and Tonna to transport the sand from Forest Oaks II for disposal per estimate, seconded by Becky, motion carried, JoAnna aye, Nancy aye, Becky aye, Karen aye, and Tonna abstain.

Motion by Nancy to close the pool at 6:00pm, Sunday, June 29, 2025 to reopen Wednesday, July 2, 2025 or when the pool maintenance is completed, seconded by Tonna, motion carried, unanimously approved.

Motion by Nancy for Judy to email Mr. Rothberg and request a wind and hail buy down policy cost, seconded by Tonna, motion carried, unanimously approved.

ADJOURNMENT

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

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SPECIAL CALLED BOARD of DIRECTORS MEETING

July 17, 2025 Minutes

DATE and TIME

A special called meeting of the Board of Directors for the Forest Oaks II Homeowners Associations was held on Monday, July 17, 2025, at 10:00 am at the Clubhouse.

CALL to ORDER – PRESIDING OFFICIER

JoAnna Medlen called the meeting to order at 10:15 a.m. and Judy Tabbert was in attendance.

QUORUM

A quorum was established with the following directors present:

JoAnna Medlen – President

Nancy Miller – Vice president

Becky Avaritt – Secretary/Treasurer

Karen Stutzman – Director

Tonna Collins- Director

JoAnna called for a motion to add 912's fence to the agenda, cleaning Unit 921 and Unit 940's patio areas, and the painting of the aluminum siding at Unit 943.

Motion by Tonna to add Unit 912's fence to the agenda, cleaning unit 921 and Unit 940's patio areas, and the painting of the aluminum siding at Unit 943, seconded by Becky, motion carried, unanimously approved.

ITEMS for SPECIAL CALLED MEETING

Pet request – Unit

Termite Contract

Insurance

Motion by Nancy to provide a letter to Unit 1141 notifying the homeowner to provide the treating physician's name, location of the physician, and how long the named patient has been in their care by August 31, 2025, seconded by Becky, motion carried, unanimously approved.

Motion by Nancy that if requested information has not been received by USPS at the HOA address by 4:30 pm August 31, 2025 the Great Dane is to be removed from Forest oaks II property by September 15, 2025, seconded by Karen, motion carried, unanimously approved.

Motion by Nancy that 2 Board members will hand deliver the notification letter to Unit 1141 and have the homeowner sign for the receipt of the letter, seconded by Becky, motion carried, unanimously approved.

Motion by Tonna to approve the termite treatment contract with Keith's One Stop Termite, LLC, seconded by Becky, motion carried, unanimously approved.

Motion by Tonna to accept the proposal from Rothberg & Associates, Inc. for master hazard insurance, D & O insurance and umbrella policy for D&O coverage for 25-26, seconded by Nancy, motion carried, unanimously approved.

Motion by Tonna to recess meeting until 2:00 pm, seconded by Becky, motion carried, unanimously approved.
Meeting was reconvened at 2:05 pm.

Motion by Becky for the association to pay for the replacement of the fence at Unit 912 due to damage done by paint job to fence by Renovia, seconded by Tonna, motion carried, unanimously approved.

Motion Nancy to have a vendor clean up the patios at Unit 940 and Unit 921 and charge the cost to the homeowner, seconded by Karen, motion carried, unanimously approved.

Motion by Tonna to hire a vendor to paint the aluminum siding at Unit 943

ADJOURNMENT

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

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SPECIAL CALLED BOARD of DIRECTORS MEETING

July 28, 2025 Minutes

DATE and TIME

A special called meeting of the Board of Directors for the Forest Oaks II Homeowners Associations was held on Monday, July 28, 2025, at 1:16 pm at the Clubhouse.

CALL to ORDER – PRESIDING OFFICIER

JoAnna Medlen called the meeting to order at 1:15 a.m. and Judy Tabbert was in attendance.

QUORUM

A quorum was established with the following directors present:

JoAnna Medlen – President

Becky Avaritt – Secretary/Treasurer

Karen Stutzman – Director

ITEMS for SPECIAL CALLED MEETING

Estate of David Keith Young

Motion by Becky to authorize President JoAnan Medlen to negotiate the payment to the association from the Estate of David Keith Young with the association's attorney, seconded by Karen, motion carried, unanimously approved.

ADJOURNMENT

Motion by Karen to adjourn, seconded by Becky, motion carried, unanimously approved.