

MINUTES

DATE: 6/3/14

TIME: 6:02 PM

LOCATION: MEDINA CIVIC CENTER

MEETING CALLED BY	Ryan Hall
TYPE OF MEETING	Board of Directors
NOTE TAKER	Eric Egbert
BOARD MEMBERS PRESENT	Ryan Hall, Eric Egbert, Anna May Garrett, Tonya Kirkwood
BOARD MEMBERS ABSENT	None
SNA MEMBERS PRESENT	Kim Dudley, Andrew Shulman, Gayra Hall, Donna LeBlanc, Burt Gillmann

Agenda topic: Approval of May 20 Board Meeting Minutes

MOTION MADE BY RYAN HALL

MOTION 2

MOTION	Ryan moved that the board waive reading and approve meeting minutes of May 20, 2014 from and presented by the last board of directors.
Result of vote on motion: 4-0 in favor	
DISCUSSION	None

Agenda topic: Nomination/Election/Transfer of Eric Egbert to Secretary role

MOTION MADE BY RYAN HALL

MOTION 2

MOTION	Ryan moved that the board elect/transfer Eric Egbert into the role of secretary
Result of vote on motion: 4-0 in favor	
DISCUSSION	None

Agenda topic: Communique with city re: tree removal from Commons

MOTION MADE BY ERIC EGBERT

MOTION 2

MOTION	Eric moved that the board correspond with the city to determine whether municipality will clear downed tree and debris from NW Corner Commons on Indian Trail before expending SNA resources for contractor	
Result of vote on motion: 4-0 in favor		
DISCUSSION	Although the prior board obtained a verbal quote for the removal, it deferred any action for this board to decide.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Draft letter to city and follow up by phone	Eric Egbert	06/10/2014

Agenda topic: New owners 489 Summit Dr - (1) Release of lien; (2) Invoicing

MOTION MADE BY RYAN HALL

MOTION 2

MOTION	Ryan moved the board (1) to request that the new owners provide SNA with a release of lien and (2) to invoice new owners of 489 Summit Drive for annual membership dues	
Result of vote on motion: 4-0 in favor		
DISCUSSION	Ryan explained that OCM Investments, a 3-member partnership, purchased this property at foreclosure on May 7th; one of the partners is an attorney, so the board will request that this owner, instead of SNA's attorney, provide a release of lien; other discussion involved the need to prorate annual dues and bill this owner	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Ryan is contacting SNA's attorney about this process	Ryan Hall	06/4/2014

Agenda topic: Mortgage lender correspondence for 527 Verano

MOTION MADE BY RYAN HALL

MOTION 2

MOTION	Ryan moved the board to disregard (3rd party) lender correspondence regarding member refinance	
Result of vote on motion: 4-0 in favor		
DISCUSSION	This letter from member's mortgage lender is a third-party to SNA and not in need of a response; if the homeowner has needs, then we anticipate hearing directly from that member.	

Agenda topic: Contract with Will McKee d/b/a Country Cutters

MOTION MADE BY RYAN HALL

MOTION 2

MOTION	Ryan moved the board to obtain a copy of SNA's contract with Country Cutters believed to be in the possession of prior board member, Kerry Pelham, at 429 Summit	
Result of vote on motion: 4-0 in favor		
DISCUSSION	The current board is lacking a copy of SNA's contract from 2013-14 with Will McKee d/b/a Country Cutters; there are questions about recent invoices re: 9/2/13 and 10/21/13 from this contractor that contract may resolve.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Obtain and provide copy of contract to current board	Tonya Kirkwood	06/04/14

Agenda topic: Open director seat - director at large vacancy

MOTION MADE BY RYAN HALL

MOTION 2

MOTION	Ryan moved that the board postpone election of director at large until July 1st board meeting	
Result of vote on motion: 4-0 in favor		
DISCUSSION	Eric nominated four (4) members, all of which declined to serve on the board this year; however, he encouraged everyone to ask neighbors about serving and to provide names prior to the board's July 1st meeting	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Provide nomination for Director at Large (vacant seat)	all present	07/01/14

Agenda topic: Letter to Subdivision re: new board and CFH/HR Fun Day

MOTION MADE BY RYAN HALL

MOTION 2

MOTION	Ryan moved that the board send a letter to the entire subdivision informing them about (1) the new board members/e-mails and (2) the Clark Family Homes/Hickman Realty Fun Day in Summerfield scheduled for June 21st from 11:00AM-2:00PM	
Result of vote on motion: 4-0 in favor		
DISCUSSION	Several directors and homeowners had ideas for how to promote SNA at this event (including business cards and magnets) while being cautious not to distract from the hosts' public relations; Tonya Kirkwood will be present only in her capacity for her bank employer; all other directors and members were encouraged to attend to get to know their neighbors.	
Gayra Hall volunteered to compile most recent homeowner data from Phase 1 that S.N.A. needs for this process.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Draft and mail letter to subdivision after board review	Ryan Hall	07/10/14

Agenda topic: Letters to 159 and 165 Julius Cove re: drainage/joining SNA

MOTION MADE BY ERIC EGBERT

MOTION 2

MOTION	Eric moved that the board send letters to homeowners at 159 and 165 Julius Cove regarding agreements that these homeowners join the association in exchange for the prior board's advocacy with the city of Medina to correct storm water drainage issues in Julius Cove	
Result of vote on motion: 4-0 in favor		
DISCUSSION	Drafts of these letters were provided to the board prior to tonight's meeting; Eric advised the board that it should choose how to sign; Ryan and Eric collaborated to edit the existing Deed Amendment to join	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Mail letters with deed amendments	Ryan Hall	06/05/14

Agenda topic: Letter to Brokers for Assistance in Phase One

MOTION MADE BY ERIC EGBERT

MOTION 2

MOTION	Eric moved that the board send a letter to realty firms (beginning with Tami Reid of Hickman Realty) to educate and ask brokers for assistance, active or passive, with Phase One owners; specifically, to ask for cooperation with area brokers in getting Phase 1 sellers to join before transfers to new owners	
Result of vote on motion: 4-0 in favor		
DISCUSSION	Drafts of these letters were provided to the board prior to tonight's meeting; Tonya expressed concerns that brokers would/could not actively support this effort; Ryan wanted to review the letter again before mailing	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Hard copies of correspondence provided to Ryan Hall	Ryan Hall	06/13/14

Agenda topic: Change of Names on Bank Account at Bank of Milan

MOTION MADE BY RYAN HALL

MOTION 2

MOTION	Ryan moved that the board change the names on our checking account from the old board to the new board at Bank of Milan in Medina; specifically, that the president (Ryan) and treasurer (Anna May) be named as authorized agents and signatories on the account.	
Result of vote on motion: 4-0 in favor		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Delivery of Minutes to Bank and effect name changes	Anna Mae Garrett	06/30/14

MOTION MADE BY RYAN HALL

MOTION 2

Agenda topic: Meeting Adjourned to July 1, 2014

MOTION	Ryan Hall moved the board to adjourn at 8:15 PM
Result of vote on motion: 4-0 in favor	

Other Items that came up during the meeting

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Eric contacted elderly homeowner at 499 Indian Trail who did not understand who/what he wanted; Ryan to attempt 2nd contact	Ryan Hall	06/13/14
Burt Gillmann suggested reducing the dues for all members as more Phase 1 homeowners join the association, and the board also discussed informing SNA members about its desire to issue a general Phase 1 one-year waiver of annual dues for joining	N/A	
The board asked Burt Gillmann to assist with periodic inspections for covenant violations, and he agreed.	Ryan Hall	
There were no objections to the board waiting to address collections process for delinquent corporate homeowner at 525 Summit as the billing date cycle runs with 26th of month.	Ryan Hall	06/26/14
On Saturday, June 21st, there will be a Hickman Realty/Clark Family Homes fun day in Summerfield with face painting, petting zoo, balloons, food and drinks, etc...	N/A	

General Notes

Next BOD meeting:

July 1, 2014; 6:00PM
 Board of Directors
 Downtown Civic Center (Old Medina City Hall)
 112 North Main Street
 Medina, Tennessee