

Summerfield Neighborhood Association, Inc.
P.O. Box 411
Medina, TN 38355
www.summerfieldmedina.com

Notes from BOD Meeting
February 7, 2012 6:30 pm
At El Sombrero

6.35 pm Call to Order

Eric Egbert, David Walker, Burt Gillmann, Shawn Graham and Clarkie Graham attended.

Old Business

- BOD minutes from the January 5, 2012 meeting were approved and will be posted on the SNA, Inc. website.
- A homeowner on Indian Trail has submitted documents to SNA, Inc. requesting clarification of the dues he has paid. The BOD has addressed this homeowners concerns.
- A homeowner on Summit has requested a partial credit of his 2011 dues feeling that he had overpaid. After discussion, the BOD voted to issue a credit to this homeowner contingent upon receipt of documents from the homeowner that will prove his claim. The homeowner will be sent a letter stating the BOD decision.

Common Area

- SNA, Inc. has received the Quitclaim Deed from CFH for the common area on the corner of Indian Trail extending along behind the homes on the west side of Indian Trail, including the retention pond. Shawn put forth the motion to file the deed with Gibson County. The motion was seconded by Eric and all voted in favor.
- BOD is seeking written bids for monthly maintenance on subdivision common areas including bush hogging and finish mowing for 3 street-length ditches, 1 fenced-in pond area, and 1 unimproved lot. Please submit bid by February 29th to Summerfield Neighborhood Association (SNA, Inc.) or call (731) 499-0686 with questions. Additional information is on the web page www.summerfieldmedina.com

Covenant Violations

- It is the responsibility of the BOD to enforce the *Restrictive Covenants, Homeowners Association and By-Laws Summerfield Subdivision Phase II*. Step 1 was a reminder to homeowners of the violations and was sent to homeowners as an email message in late January 2012.
- Step 2 will be written notice sent via Certified Mail to specific homeowners who are in violation of the covenants. The purpose of this notice is to allow homeowners the opportunity to resolve the problem, without further action from SNA, Inc. The BOD is finalizing procedures to follow when addressing violations.

- The BOD will address neighborhood concerns upon receipt of a Covenant Enforcement & Violation Report. The form is available on the website.
http://www.summerfieldmedina.com/Summerfield_Neighborhood_Association_Medina/Covenants_&_Bylaws_files/SNA%20Cov%20Violation.pdf

Financial issues

- To better control incoming dues payments the BOD has decided all future payments shall be mailed to SNA, Inc. P.O. Box 411, Medina, TN 38355. Do not mail cash! Burt made the motion that Eric and Clarkie modify the invoice to explain this policy. The motion was seconded by Shawn and all voted in favor.
- About 10 homeowners have not paid their 2012 dues to SNA, Inc. All members of the BOD agreed that invoices for these delinquent accounts will be sent *via Certified Mail, Return Receipt Requested*.
- Late last year, CFH began selling new homes in Summerfield Subdivision Phase III. Unfortunately, there have been misunderstandings between CFH and SNA, Inc. regarding the collection of dues. Clarkie is working with a representative from CFH to quickly resolve these issues. We regret any inconvenience this may cause our newest SNA, Inc. members.

Annual Meeting

- SNA, Inc. annual meeting is planned for Tuesday, April 24, 2012 at Medina Middle School. All homeowners are encouraged to attend. Look for details in our upcoming Newsletter. New Board of Directors will be elected at this meeting.
- Roberts Rules of Order will be followed during the meeting. We hope this will allow for a fair and orderly meeting. An quick reference is available on the SNA, Inc. web page. [Robert's Rules Of Order | Quick Reference](#) .
- The BOD has prepared a schedule and begun working on the agenda for this meeting. The BOD will present a list of accomplishments and future plans as well as other relevant information.

Next BOD meeting is scheduled for 6:00 pm on March 6, 2012 at Rhodes Family Diner

Meeting adjourned at 8:40 pm

Written by Donna LeBlanc