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**BALMORAL GREENS HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS REGULAR MEETING MINUTES  
October 11, 2016 at 6:30 PM  
Liberty Middle School Room A108**

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**PRESENT:** President Todd Timm, Vice President Jerry Hogge and Member at Large Doug Grills and Secretary Andrew Gregson (*arriving late*)

**ABSENT:** None

**OWNERS PRESENT:** Owners were present

**CALL TO ORDER:**

There being a quorum present, President Todd Timm called the meeting to order at 6:30 p.m.

**OWNERS OPEN FORUM:** The owners in attendance came to the meeting and discussed the following:

- A concern was shared about 13704 Balmoral Greens Ave. and the maintenance of their septic field area.

**COMMITTEE REPORTS:**

- 1) *Architectural:* No Report was provided at the meeting.
- 2) *Community Events:* Committee members came to discuss the 2017 budget and events with the Board.
- 3) *Budget and Finance:* Ms. Lisa Robinson was in attendance to discuss the draft 2017 budget and reserve study with the Board..
- 4) *Open Space:* No Report was provided at the meeting.
- 5) *Communications:* No Report was provided at the meeting.
- 6) *Welcome Committee:* Mr. Mike Nelson attended the meeting to discuss that Mr. Mike Flecker will be taking over the committee as the chairperson. Currently there are eleven members on the committee.

**APPROVAL OF MINUTES:**

**June 7, 2016 Regular Meeting Minutes** - The minutes of the meetings were reviewed and the following motion was made:

**On Motion** of Treasurer Reading and seconded by Vice President Hogge to **approve** the June 7, 2016 Regular Meeting Minutes submitted by NRP. The Board **unanimously approved** the minutes.

**FINANCIAL REPORT:** Financial statement for the month of August 2016 was reviewed and discussed.

**OLD BUSINESS:** Property Manager Kristine Caraway presented the Mason & Mason 2016 Reserve Study to the Board, which had been previously emailed for their review.

**On Motion** of Vice President Hogge and seconded by Secretary Gregson to **approve** the 2016 Mason & Mason Reserve Study. The Board **unanimously approved** the reserve study.

**NEW BUSINESS:**

**Snow Removal Proposal:** Property Manager Kristine Caraway presented a new contract provided by Snow Management Group for the 2016/2017 season.

**On Motion** of President Timm and seconded by Vice President Jerry Hogge to **approve** the proposal submitted by Snow Management Group. The Board **unanimously approved** the proposal.

**2017 Draft Budget:** Property Manager Kristine Caraway presented the draft budget for 2017:

**On Motion** of President Timm and seconded by Secretary Gregson to **approve** the 2017 Budget. The Board **unanimously approved** the budget.

**On Motion** of Vice President Hogge and seconded by Secretary Gregson to **approve** the transfer of \$25,000 to the reserve account. The Board **unanimously approved this motion.**

**Hearing Results:** The Board discussed the violation at the property with account number 222.

**On Motion** of Vice President Hogge and seconded by Treasurer Reading to **approve** Curb Appeal to do seeding on the septic area of account number 222. The owner will be responsible for fees incurred. The Board **unanimously approved this motion.**

**ADJOURNMENT:** There being no further business to discuss, the Board **unanimously agreed** to adjourn the meeting. President Timm adjourned the meeting at 8:15 p.m.

Respectfully submitted,

Kristine A. Caraway

Community Manager