

# Terraces at Depot Park

## HOA Board Meeting Minutes

**Call to Order:** Laurie Hickey called the meeting to order at 6 pm, 11/4/2025

**Board Members Present:** Laurie Hickey, Everett Robinson, Bryan Browning, Beth Barnhill

### 1. APPROVAL OF PREVIOUS MEETING MINUTES

- a. No corrections needed.

### 2. OUTSIDE MAINTENANCE/LANDSCAPING

- a. Bryan confirmed our new landscaping company, Garden's Edge, has been working in the neighborhood for the last month.
- b. An email will be sent to all Homeowners reminding them of their responsibilities of maintaining, repairing, and painting their homes.

### 3. RENTALS/RENTAL WAIT LIST

- a. We currently have 1 lease that expired September 1, 2025. The owner has been contacted twice that the HOA needs a copy of the lease, with no response. Laurie contacted the real estate company that is managing the lease and it's still been a few weeks with no word.
- b. The Rental Wait List has now been updated on the website.

### 4. PROPERTY MANAGEMENT

- a. All but a few documents requested by Community Financial (Property Management Company) have been sent for the Onboarding. The remaining documents will be submitted closer to the start of Community Financial.
- b. The Board agreed Community Financial will email monthly HOA billing statement with a 2<sup>nd</sup> request to follow up on the 15<sup>th</sup> of the month, if the dues have not been received by then. Discussion took place regarding late fee charges.

### 5. TREASURER'S REPORT

- a. Treasurer provided the Financial Reports, and the CD continues to grow. We are still ahead of schedule on Profit & Loss.
- B. The Treasurer will be moving and will resign his position soon. The Board agreed to start looking for a replacement at this time so the incoming treasurer would have time to shadow before the transition takes place. An email blast will be sent out to the Homeowners.

**Next meeting:** TBD

**Meeting Adjourned:** 6:45 pm 11/4/2025