**SEASONS TRACE SINGLE FAMILY ASSOCIATION**

**Quarterly Meeting Minutes**

**Sept 13th, 2021**

**Opening:** The regular quarterly meeting of the STSFA was called to order at 6:36 PM by President Ted Johnson.

**Present:** Ted Johnson, Jenn Haynes, Blake Rochelle, Pierre Forget, and Ed Overton by phone. Quorum was determined and met.

**Presentation of prior meeting minutes:** The minutes from 6/14/21 were read briefly and approved. Motion to approve minutes by Blake, seconded by Ted, approved by all

**Recognition of Public Comments:**No discussion.

**Treasurer’s Report: as of 5/31/21**
Operating Acct $23,257.88
Suntrust MM Reserves $40,842.21
Other Assets $21,168.77
Total Assets $85,268.86

2022 budget reviewed. Income and expenses largely unchanged, minor adjustments for higher pricing. Largest difference is Special Assessment loan was paid off so no payments will be made there and no income will come from that. Blake motioned to approve the 2022 Budget, Jenn seconded, all approved.

**Old Business:**

Berkeley Realty make advance payments on GoDaddy account for 5 years. Ed will notate budget that is paid through 2027.

**Recreation Association Report:** Ran through Rec Assoc 2022 budget. Pool is closed for the season, some maintenance is scheduled to happen in the off season. Proxy letter for Rec Assoc will be sent with our annual meeting letter.

**Architectural Review:** 1 patio & 2 tree removal approved

**Adopt-A-Highway:** Oct 9th 10 a.m. – 12 p.m.

**Good Neighbor Grant**: Applications were last month, we did not apply.

**Web Page/Electronic Media:** Working on getting minutes to Blake for Rec and Single Family HOA so he can update.

**New Business**

Concern about parking at Seasons Trace front entrance was brought up by Pierre and discussed by the board.

**Annual Meeting:** Date Wed 11/10/21, 6:30pm (Proxy letter to be sent 10/18)

**Reserve Study:** Ted has been studying reserve study done by multi family HOA, hoping to have it done and sent out in time for annual meeting.

Motion to adjourn to Executive Session to discuss delinquent account by Blake 7:22 pm, Jenn seconded, all approved.

**Executive session**Adjourned from executive session, board back in regular session, 7:41pm.

Motion to direct Berkeley Realty to take action as noted in Executive Session. Motioned by Blake, 2nd by Ed, approved by all.

Motion to accept the annual contract with Berkely Prop Management by Blake, 2nd by Ed, approved by all.

**Adjournment:** Jenn motioned we adjourn, seconded by Blake, adjourned 7:45pm