

## Heatherwood Homes Association Minutes

October 28th, 2025

The meeting was called to order at 6:05 PM by Greg Hunter. Those in attendance: Greg Hunter, Cindy Hunter, Steve Glary, Annette Glary, Harish Kumar, Rena Finster, and Paul Finster. Guests in attendance: Charlene Osborn, Peggy Schupp, Sandy Jameson, Dan Jameson, and Donna Klasing.

**Guest Concerns-** Greg welcomed our guests and offered to let them go first in addressing their concerns. The first concern had to do with the upcoming Board of Directors election. An email sent out by the Board in September had stated that we would be voting on the President and Vice President positions by a show of hands. The Board had realized later that the Bylaws state in Article VIII (8.2) that the election is to be done by written ballot. So, the vote will be made by written ballot.

The second concern was whether the only candidates eligible for election are the two candidates nominated by the Search Committee, or whether nominations can be made from the floor at the annual meeting. Annette and Cindy explained the process the Board went through in trying to obtain volunteers to run for the President and Vice President positions. The Board appointed a Nominating/Search Committee to find candidates for both positions. The Committee made requests by email to all the residents of Heatherwood. When no one volunteered in response to these emails, the Board decided to find out what would be involved in going with a property management company. The Board prepared a letter that listed what would change in our neighborhood if we signed with a property management company. This letter was hand-delivered to each house in Heatherwood. After this, the Board received several volunteers to run for the open positions. The Search Committee met with each volunteer. Some volunteers wanted to step aside once they realized that there were other people who really wanted to run for the open positions. The Committee narrowed it down to their top nominee for each position. But there will still be the opportunity to nominate other candidates at the annual meeting and write them in on the ballot.

The third concern was about houses being painted. The cost of painting houses is rising and there are concerns about whether the Heatherwood painting contract would be changing to a higher cost per house and whether that would cause our monthly dues to increase. Steve stated that our dues have not increased in 3 years and he does not anticipate them going up. Harish has been contacting paint contractors to get ready for a new contract to cover the next cycle of painting all the homes in Heatherwood. He is finding that contractors are very reluctant to state a flat fee per villa or duplex. Harish will continue to attempt to obtain quotes from additional paint contractors. He is also looking to rework the order of the homes being painted to keep the homes each year in a particular section of the overall neighborhood. He is also looking to update the paint catalog and would like to switch to using Sherwin Williams paint. Some of the guests left after their concerns had been addressed.

### **Officer/Chairman Reports**

**President-** The minutes of the September 23rd Board meeting were presented. Annette moved and Cindy seconded that the minutes be approved. The minutes were approved unanimously. Greg contacted Levy Craig law firm and engaged them to research our rental property situation. Our attorney will be Terry Mosteller. The law firm sent us a link to upload documents, which Greg forwarded to Rena, and another link to pay the \$2,000 retainer, which Greg forwarded to Steve. Greg emailed Dalton Malcolm at First Service to thank him for

the information on property management and for letting two of our Board members attend a dinner and evening of discussion about property management with board members from other HOAs. Greg sent out an updated Calendar of Events to the Directors for the remainder of the year. Greg tried to contact Paul Potter several times about painting the last house on our 2025 schedule, but he did not answer. (Joe Bugni wanted to wait on painting his house until his new roof was installed.) The Board will decide on what action to take against Paul Potter to reclaim money paid for services that were not completed and the excess we paid him with the deposit given to him in the spring. He owes the HOA a refund of \$4,504.50. It was decided to begin with a letter of demand, written by Greg and sent to Paul Potter. The Board also discussed delaying painting Joe Bugni's house until 2026. Taking into account the weather and the overpayment to Paul Potter, it was decided to move the painting of Joe Bugni's house into 2026. Steve moved and Annette seconded that we wait on painting Joe Bugni's house until 2026. The motion passed unanimously.

**Treasurer-** Steve presented a current Balance Sheet and an August/September 2025 Report of Actual versus Budgeted Income & Expenses. The HOA is doing well overall. There were no late fees for the last month. Rachel (at Supporting Strategies) needs a W-9 from Levy Craig before she can pay the retainer fee. Steve will be working on the 2026 budget and will increase painting expenses by 15% to estimate price increases for house painting.

**Vice President-** Cindy reported on the fall social held on September 27<sup>th</sup>. We had 83 people attend. Stroud's was a little late having the chicken dinners ready to go, but the food was very good. Had several volunteers who helped with setting up tents, tables and chairs; picking up the food from Stroud's; and helping hand out the food at the event. The garage sale was held on October 9th-11th but we haven't heard about the turnout. There were five people interested in participating. They did put the banners and flags out to help advertise the sale. May want to go to only holding one garage sale a year instead of one in the spring and in the fall. Maybe coordinate with other surrounding HOAs. The Annual Meeting is on November 20<sup>th</sup>. We have the building reserved from 5:45 to 9:45. They will have the same table set up as last year. Cindy sent out an email on Oct. 27th with the four meal options being prepared by Brancato's Catering. She has received 35 reservations so far. The estimated cost for Brancato's is approximately \$2,000 for 100 people. We will owe \$282 to the BV School District. Table decorations cost \$40. Will need to prepare packets to hand out to everyone when they arrive at the annual meeting: name tag, meal slip, agenda, and ballot. We have reserved the private dining room at Conroy's on State Line for the Board to have a Christmas dinner and Board meeting on December 3<sup>rd</sup> from 6:00 – 8:00.

**Secretary-** I used the link from Levy Craig to upload the HOA Declarations, Bylaws, and numerous amendments over the years. Also uploaded the letters we sent to the six landlords renting homes in Heatherwood and the reply from an attorney retained by one of the landlords. I also gave the law firm a link to the HOA website so they can review the documents and other information there. Levy Craig says they still need our retainer before they can begin work. Paul and I are working on the 2026 directory. Have updated it for any people moving in and out of the neighborhood that we are aware of. Steve obtained a list from Rachel at Supporting Strategies of who is paying the monthly dues on each property in Heatherwood. I compared her list to what we have in the directory database. There are some names that do not match our database. Some are the rental properties where the landlord is paying the dues, but we list the person paying rent in the directory. I read off the remaining properties to see if any Board members knew anything about the people associated with those properties. Donna volunteered to help me track down the remaining properties to determine who should be listed in the directory for those properties. I found out from Dave Blunt where he has printed our directories in the past. Will plan to print the 2026 directories in early to mid-December. It has

been requested that we use a larger font and pages for the directory to make it easier to read. We will get an estimate to possibly expand the directory to 11"x14" sheets of paper.

According to the Bylaws Article X (10.3) we must notify the members by mail between 7 and 40 days before the annual meeting. Discussed what we want to include in this mailing and decided on: the notice, the biographies of the candidates for office, an absentee ballot, and a map of the BV campus. If any members have objections to the Board using a Search Committee, Bylaws Article IX (9.11) authorizes the Board to appoint committees for any purpose. I raised a concern related to the change to 3-year terms for President and Treasurer. The Board discussed on February 25<sup>th</sup> that it would be a good idea to change the length of those two positions from 2 years to 3 years and to stagger their terms so that they don't roll off at the same time. At the next Board meeting on March 25<sup>th</sup>, Steve presented a rotation schedule showing how these new terms would work. The Board approved the change and Steve agreed to extend his term in office by one year to make him serve for a total of 3 years.

**Architecture-** Ajit was not present. He sent a report that showed he received two requests for approval of new roofs in October. Both were approved.

**Painting-** Harish had a bad experience with Paul Potter and Harish had notified the Board of this previously. For this and other reasons, we need to look at changing paint contractors. Harish has started contacting paint contractors to get quotes for a new painting contract. We typically paint about 30 houses a year. There are only five houses left to paint in the current paint cycle which began in 2020 (one duplex, three houses, and Joe Bugni's house pushed to 2026). Harish will build a new schedule for the 197 properties (43 duplexes and 111 villas) in Heatherwood with the new schedule starting in 2026. As mentioned earlier, he wants to organize the houses being painted each year into the same section of a street in Heatherwood, so the contractors just move to the next house after completing each house. So far, Harish is having a hard time finding paint contractors who are willing to quote a flat price per villa and per duplex. We want to use flat pricing. Harish asked Board members to contact paint contractors they know of and pass them on to Harish if they are interested in bidding. Greg will contact Corey, who has subcontracted with Paul Potter, and see if he wants to bid. Harish also wants to refresh the paint catalog to pick colors which are currently more popular.

**Lawn & Grounds-** Annette presented the following report for late September through early October:

1. Since my last report, we paid invoices totaling \$13,740.
2. On September 26, we paid Hunter Brothers \$1,000 to clear the park edge to better provide access to the irrigation panel
3. On October 4, we paid Horizon \$11,640 for five days of mowing, trim, edge & blowing
4. On October 23, we paid Horizon \$250 for plant bed maintenance (for September treatment)
5. On October 23, we paid Horizon \$250 for plant bed maintenance (for 10/17 treatment)
6. On October 23, we paid Horizon \$600 for planting fall mums and ornamental cabbage

Horizon reported an increase in homeowners participating in the Fall Lawn Renovation program, (aerating, Verti cutting and overseeding). I heard from three who reported a very positive experience with the crew.

Annette has a new contractor for installing Christmas lights at the entrances this year.

Going to skip mowing this week due to rain. The 2<sup>nd</sup> week of November will be the last mowing for the year. First leaf pickup will be before Thanksgiving.

### **Old Business-**

Greg has contacted Levy Craig Law Firm to represent the HOA in addressing these rental property issues. Information has been provided to the law firm, and they will begin their review once they have received the retainer payment.

Directors need to prepare a summary of your activities for the past year to present at the Annual Meeting. Greg has prepared an agenda for the Annual Meeting.

Further discussion that we need to keep historical minutes of Board meetings on a flash drive or other electronic format separate from the HOA Website. Will discuss options at future Board meetings.

### **New Business-**

Annette shared some highlights from the First Service Annual Board of Directors Forum that she and Steve attended on October 8<sup>th</sup>. It was a very informative event. One of the best parts was the “legal eagle” panel. Current biggest challenge for HOAs is handling inflation. One way to increase income is to create a transfer fee into the HOA for new homeowners (perhaps 1- or 2-month’s dues). Annette will send a summary of her notes from the event to all the Board members.

Need to add two more items to the Declaration Key Points in the 2026 Directory. Item #20 – Rules on dumpsters and storage pods. Item # 21 – No solar panels, etc.

On the Directory by Street, we could add a “D” for duplex or “V” for villa after each home address. Would this be useful to people?

At the Annual Meeting, we could ask for volunteers for committees, such as a committee to help with changes to paint schedule and paint color catalog.

The November Board meeting will be on Tuesday, November 18, 2025, at the home of Ajit Sathe. The December Board meeting will be moved to December 3, 2025, at Conroy’s.

A motion was made by Cindy, seconded by Harish, and approved by all to adjourn. The meeting was adjourned at 8:48 PM.

Respectfully submitted,  
Rena Finster, Secretary