



HOME OWNER'S ASSOCIATION
998 FORSYTHIA COURT
JEFFERSON, GA 30549-3336

**HOA Board Meeting Minutes
October 7th, 2025**

Call to Order: 5:30pm

Roll Call: Bill Connell; Connie Perkins; Robert Reafler; Marion Mahaffey; Steve Ross and Melanie Hellman were absent due to travel

Witnesses: John & Val Soukup, Jerry & Sue Copley, Sandy Copeland

Approval of Last Meetings Minutes: Board voted to approve the last meetings minutes

Presentation of Reports:

**Treasurer's Report
10-7-2025**

The following is confirmed by current Bank OZK account info, Moneyspire accounting program, and the Budget Summary.

- Bank OZK Checking Balance as of 10-7-2025
 - Available Balance = \$23,036.38
 - Outstanding Funds = \$ -268.61
 - Final Balance = \$ 22,767.77
 - Reserve Fund = \$ 10,118.55
 - Total Funds = \$ 32,886.32
- Moneyspire Accounting Checking as of 10-7-2025
 - Available Balance = \$ 23,036.38
 - Outstanding Funds = \$ -268.61
 - Final Balance = \$ 22,767.77
 - Reserve Fund = \$ 10,118.55
 - Available Balance = \$ 32,886.32

Budget Summary Report = \$ 32,886.32 includes Checking and Reserve

All bills for September have been paid. Our Budget is on track at this time.

It is expected that our required expenses will amount to \$12,806.48 which leaves

\$9,961 in our checking at end of year. The Board should consider and approve the transfer of \$6,000.00 in October which would leave \$3,961.29 in December. At that time, we can evaluate a smaller transfer to solidify our carry over fund for 2026.

Landscape and Architectural Report: It appears as landscaping is going on schedule. The dry moderate weather has not delayed our landscaping services. Melanie Hellman received a request from George-Ann Ferguson for exterior modifications to her home on 9-16-25 which was approved by 4 Board Members. An additional modification was submitted relating to the expansion of her back patio and roof.
[The Board approved the request with two conditions](#)

Activity Report: Chair exercise continuing with new programs. Game Day has been cancelled; Game Night has been cancelled; Ladies Luncheon will be at 11:30am at Millhouse Station in Pendergrass.
For more Info review the HOA online calendar.

Hospitality Report: One new resident was greeted in September with another expected at the end of this month. [New resident Jean K. Lawrence is tentatively scheduled to close on 10-29-2025](#)

Old Business: Review Patti Johnson's complaint about a dead tree behind her home. Robert Reafler and Bill Connell inspected the tree and documented our observations. [The Board voted 4-0 to deny any action since the tree is out side of our property boundary.](#)

NEW Business:

1. I regret to announce that the Board has received only 4 officer nomination forms. We have to decide on the process to move forward to elect the officers since certain terms expire this year.
[The Board approved the sample ballot indicating a nominee for Secretary/Treasurer and one nominee for Activities/Hospitality.](#)
2. As of September 20th, the gates are closed 24 hours a day for 7 days a week as approved by the majority vote of the membership. All functions are normal. We expect all members to acquire and install the MAX Cloud App on their phones. They have PINS for the keypad in front of the entrance gates. Those features are functioning well. The cycle counts are attached to this agenda. One concern is the gate remotes (clickers) do not register on our gate log. This presents a problem since those that use the clickers are not registered and the gate action is not being able to count the cycles. We need to be able to identify the cycle count to increase maintenance processes in the near future. If maintenance is performed regularly according to the use increases, the gate controllers should be maintenance free for up to 10 more years. We should recommend a recall of all HOA issued remotes (clickers) to avoid ghost entries.

[Clicker question was tabled until a "cycle counter" was pursued](#)



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and addressed with costs identified.

3. Consider for approval the transfer of \$6,000.00 to our Reserve Fund.

The Board approved the transfer with a vote of 4-0 from the maintenance fund to the reserve fund. The treasurer was instructed to move the funds at his earliest convenience.

Adjourned: 6:17PM

A handwritten signature in black ink that reads "Connie Perkins". The signature is written in a cursive style with a large, stylized "C" and "P".

Connie Perkins
HOA Secretary