

THE SPRINGS AT GREENLEAF TRAILS BOARD MONTHLY MEETING MINUTES

August 26, 2025 6:00PM

Springs at Greenleaf Trails Clubhouse

Members: President Sandra Harriman, Vice President David White, Secretary Dean Coffman, Treasurer Glenna Turner, Members at Large –Claude Dill, and Kathy Stone

1. Call to Order at 6 PM by Sandra Harriman
2. Roll Call and Quorum (minimum of 4 members)
 - a. All Present
3. Approval of Agenda
 - 1st Kathy 2nd Glenna approved Unanimously.
4. Approve of previous months' minutes
 - a. David 1st
 - b. Kathy 2nd
 - c. Motion approved unanimously
5. Requests to address board 10 minutes.
 - a. None C
6. Officer and Committee Reports:
 - a. Treasurer Report – Glenna Turner
 - i. Money Market 32947.008 as of July 31st
 - ii. Operating 8768.29 as of July 31st
 - iii. July expenses 25,074.04
 - iv. Current Balance of all accounts as of today 26,763.03
 - v. All accounts have been closed at Citizens.
 - vi. New accounts have been opened at our new bank.
 - vii. Statements were mailed out last night for Special Assessments.
 1. Only cost was postage for \$78
 - b. Grounds – David White
 - i. Working with Max on services performed. Number of Mowings did not agree. It got resolved.
 - ii. Also, in dispute on flower bed maintenance. Working on it.
 - iii. David is continuing to reconcile the services to ensure we have been charged appropriately.
 - c. Maintenance – Claud Dill
 - i. Gate was repaired. Receiver was replaced because remotes stopped working.
 - ii. Men's room breakers keep tripping. May be the main light but could be something else. Claud will get an electrician to look at it.

- d. Clubhouse and Pool – Kathy Stone
 - i. Chairs should be back this week.
 - ii. Countertop oven was donated.
- e. Community – Sandra Harriman
 - i. All new residents have been greeted.
 - ii. 2 homes on the market.
- f. President – Sandra Harriman
 - i. We will need to put together an update for the community with all of Otto's work and other things we have found out.

7. Old Business

- a. Two Curb issues on Mount Mitchell Lane. Get Bids for Repairs.
 - i. Take it off the agenda due to funding. Will add it back later when roads are done. 1st Kathy 2nd Claud unanimous
- b. Mulch washing out of butterfly common areas east and west. Discuss with Landscaping
 - i. Take off 1st Glenna 2nd David. Passed unanimous
- c. Discuss violations, fines and process for reporting and resident notifications.
 - i. Glenna passed out a processed violation document.
- d. Discuss possible community survey.
 - i. Kathy Makes a motion to remove. 2nd David. Unanimous
- e. DRB procedures
- f. Update and complete the process that we will use for handling violations.
 - i. Combining with C.
- g. Street Maintenance
 - i. Motion to Remove by Kathy 2nd Glenna , all approved.
- h. Pool Rules
 - Follow up on the following.
 - i. Limiting the number of guests
 - 1. Will not limit the number of guests but will send a notice out to be considerate and to set expectations of what we expect.
 - ii. Adding rules for weather closures
 - 1. Motion to add to the pool rules that the pool is closed during rain/lightening/thunder events. Sandra 2nd Claud - All
 - 2. Will add to the signage.
 - iii. TV
 - 1. Was installed.
 - iv. Signage changes
 - 1. Claud will work on getting the signs updated
 - 2. Target Spring 2026 opening.
- i. New Management company
 - i. Scope of Work review
 - 1. Add language for database for the clubhouse FOB and database.
- j. Other contracts
 - i. Scope of Work Review
 - 1. Clubhouse cleaning
 - a. No scope
 - b. Currently, they only clean 1 time per month.

2. Pool

- a. Adjust opening and closing dates to save money.
- b. Maybe do some of the daily tasks in the community and only have the maintenance people out once a week.

8. New Business

- a. Budget for Next Year.
 - i. Glenna is looking at and making adjustments based on historical changes.
 1. Greenleaf Trails Dues 10% increase
 2. Increase Management fees to reflect the new Hoa manager.
 3. Taxes need to be adjusted.
 4. General increase in overall cost for items need to be accounted for
 5. Insurance increase
 6. General increases to Utilities
 7. Recommended locking Natural Gas for the Clubhouse.
 8. Look for places to cut to absorb these increases.
 9. Will work as a workgroup and bring it back to the board.
 10. Annual meeting will likely be November 11th so budget needs to be finalized by that meeting.
 - b. Adjust Lawn Contract Scope of Work approved last meeting?
 - i. David is looking at the current scope of work.
 - ii. Mulch can be removed easily. Motion Kathy 2nd Claud Unanimous
 - iii. Put stronger language about weekly reports.
 - c. Reinstate clubhouse rental fees.
 - i. Kathy motions to reinstate clubhouse rental fees to 50 for first 4 hours. 10 per each additional hour. 2nd David unanimously passed
 - ii. Still no deposit required.
 - d. Other Saving Opportunities for current year.
 - i. Working on mowing reductions
 - ii. Bed Maintenance We believe he did not do two that he claims he did.
 - iii. Fertilizer owes us 2 we will do one.
 - iv. Weed Control- we will continue to do it since we received special assessments.
 - e. Special Assessment collection procedures.
 - f. Aggressive dog violation.
 - i. We will send a letter.
 - ii. General announcement needs to send to the community about having animals on leash.
 - g. Light problem in the men's bathroom in the clubhouse.
 - i. Discussed in maintenance already.
 - h. Sandra Harriman speaks
 - i. Sandra Resigns – David motions to accept 2nd Claud, unanimously accepted.
 - ii. Sandra Motions to nominate Kathy Stone as president. Glenna 2nd all.
9. Adjourn to Executive Session if needed. Motion: Dean 2nd Glenna all.

Next Regular meeting will occur September 16th, 2025 at 6 PM in the clubhouse.