

**Buckhead of Tallahassee – Homeowners Association
Board Meeting Minutes
January 22, 2020**

Call to Order – Shirley Kerns, President

Shirley called the meeting to order at 7:58 p.m. Board members present included Ken Stafford, Jennifer Prather, and Allison Harrell.

Certification of Proxies – Jennifer Prather, Secretary

Proxies were certified for Sue Niewenhous and Jan Porter.

Welaunee/Northeast Gateway Action Items – Allison Harrell

From the strategy workshop with our HOA lobbyist, which preceded the Board Meeting, Allison Harrell will send notes to Board Members on recent activities and action items related to Welaunee/Northeast Gateway.

2019 Budget – Allison Harrell, Treasurer, Ken Stafford, Board Member

Ken and Allison provided an overview of the current year-to-date expenses and proposed budget for 2020. A motion was made to adopt the budget as discussed and the motion passed unanimously.

A motion was made to engage Frank Sullivan, Traffic Engineer, following a review of his resume and recommendation from the HOA lobbyist, for \$1,250 to provide a status of planned transportation improvements as related to Buckhead. The motion was passed unanimously.

A motion was made to ask our HOA lobbyist, to provide recommendations for a planner, with a budget of up to \$1500. This motion passed unanimously.

A motion was made to raise annual dues by \$50 a year to a total of \$200 a year. Shirley will draft an explanatory note about this change, including the fact that the dues have not increased in twenty years. Ken will include the information in the dues notice which will be sent in mid-February.

Elections Preparation/Annual Meeting – All

The Board set a tentative date for the Annual Meeting on Tuesday, April 7. Ken will check with Joe Hannon to ask if his property may be used for the meeting. Once a date is conformed, a notice to property owners approximately thirty days prior.

One Board Member position is up for reelection this year. Shirley will send an email to property owners soliciting interest in running for the vacant seat, as well as information on other opportunities to be involved in the Buckhead Homeowners Association. The message will require an indication of interest within ten days of the message being sent.

New Appointments (Asst. Treasurer) – Shirley Kerns

A motion was made to create an Assistant Treasurer position. The motion was passed unanimously, subject to confirmation that the bylaws permit this administratively created position.

Insurance Renewals – Shirley Kerns

All required HOA insurance premiums have remained constant and has been renewed accordingly.

Other Matters

None

Next Meeting Date

The next meeting date is to be determined.

Adjourn

The meeting adjourned at 8:45 p.m.