

Board of Directors Meeting Minutes

6:30 P.M., Monday, July 20, 2026

Board Members Present

Taylor Lee (Vice-president)
Alek Strader (Secretary)
Caroline Jones (Treasurer)
Janet Penn
Matt Ehler
Joy Fender
Sara Francis
Carol Jones

Non-Board Members Present

Betty Haas-West
Susan Ehler
Mike Foster

Board Members Absent:

Sue Arwood

Call to Order

Certification of quorum and meeting called to order by CCHOA Vice President Taylor Lee at 6:34PM.

Treasurer's Report – Caroline Jones

Financial report for June 2026 was discussed.

Motion made by Janet Penn and seconded by Carol Jones to approve the financial report for June 2026. Motion carried and approved.

COMMITTEE REPORTS:

Maintenance & Repairs – Joy Fender

6/26/2026, 8634, Removed damaged siding on roof rake, replaced siding and installed missing J-channel., 7/3/2026, , \$396.00

6/26/2026, 8437, Capped stink pipe to prevent water leaks, 7/3/2026, , \$84.37
7/13/2026, HOA, Pool area - inspected electrical and fixed breaker, 7/20/2026, , \$20.00

7/13/2026, 8432, Roof leak inspection, 7/20/2026, , \$40.00

7/13/2026, 8610, Materials only (special order) handrail and post, 7/20/2026, , \$630.00

7/15/2026, 8513, Gutter Repair, 7/22/2026, , \$78.56

7/15/2026, 8610, Repaired siding on back of the house, 7/22/2026, , \$54.19

7/15/2026, 8610, Replaced railing, 7/22/2026, , \$410.00

Architecture – Sue Arwood

No Report

Website – Joy Fender

Has been updated with annual minutes

Long Range Planning – Janet Penn

No Report. Noted to get and estimate for M&R for the rest of the year to help plan/budget for roofs. Ask to see how Tammy is categorizing roof repairs. Does it fall under M&R or Roofs?

Grounds – Matt Ehler

Mimosa Tree on HOA property cut down for \$50.

Had a question about mowers mowing inside of fences. Most people said mowers would do this but would have to ask and would be an additional cost for homeowner.

Nomination Committee – Carol Jones

Matt Ehler mentioned for nomination for President since previous president stepped down. No decision during meeting, motions over email, update next meeting.

Pool – Sara Francis

Pool Party: Sara is sending final draft of waiver to attorney for approval. Once approved will send off to insurance to confirm insurability. After approval make sure all rules and waivers are in place to start.

Decision on pool closing date made and will be 9/29.

Budget – Janet Penn

No Report.

Community Engagement – Taylor Lee

Discussed dollar amount for community engagement fund. Will be sending fund amount via email for approval. Will update in next month minutes.

BUSINESS TRANSACTED BY EMAIL

6/18/2026: Motion made by Betty Haas-West and seconded by Joy Fender to approve the minutes of the Annual 2026 CCHOA Board Meeting. Janet Penn, Alek Strader, Matt Ehler, Sara Francis, and Caroline Jones voted yes by email. Motion carried and approved.

7/1/2026: Motion to get new pool chairs by Matt Ehler. Seconded by Joy. Voted yes by email: Alek Strader, Taylor Lee, Sue Artwood, Janet Penn. Motion carried and approved.

OLD BUSINESS:

1. Driveway and road issues due to drainage issue:

Potentially looking to fix:

- Pothole
- Driveway
- Road around pool with gravel

We received estimates from three different companies and estimates brought to meeting. Volunteer is most reasonable in price and will fix the most needed issues. Carol is following up with Volunteer to get individual estimates on the above to help decide on work.

Matt is following up with company who caused road issue to ask them to come back out and fix mistakes.

2. No update on Bond, insurance will reach out with more information in coming months.

NEW BUSINESS:

Mosquitoes and tick problems around the pool. Sara is reaching out to Knox County Health to see if anything can be done.

HOMEOWNER QUESTIONS/COMMENTS:

8604 has been vacant and homeowners are noticing issues. Ask to send notice to homeowner to check on structure to ensure no damage comes to neighbors due to lack of maintenance.

NEXT MEETING: Monday, August 17th , 2026, 6:30 p.m. at pool parking lot.

Adjournment:

Minutes respectfully submitted by Alek Strader