

BEHOA Board Meeting Minutes

Date: April 24, 2026

Meeting Location: Madison County Library, Richmond Branch

Call to Order: The meeting was called to order by Frank Newman.

Present: Frank Newman, Don Nunamaker, Beth Vincent, Arlene Wilson, Barry Tait, Addie Murphy-Henry, Faye Gabbard, and Ken Lee

Absent: Fran Watson and Sue Ann James (both unable to attend) **Quorum:** A quorum was present.

Meeting Overview: Regular meeting of the Board of Directors conducted to review front entrance landscaping and painting proposals, review and approval prior minutes, receive and review financial updates, and address plans for the semiannual meeting.

Reports and Business Discussion

Front Entrance Landscaping: Don Nunamaker presented the estimate and proposed design from Marshall's Landscaping for improvements to the front entrance. The proposal included sun-tolerant plantings intended to enhance the appearance of the entrance and provide screening for utilities adjacent to the structure. The Board discussed project sequencing and agreed that painting should be completed before planting in order to prevent damage to the new landscaping.

The Board also reviewed irrigation options associated with the landscaping project. Marshall's Landscaping recommended a timer-based sprinkler system rather than a trickle system due to maintenance and clogging concerns. Don Nunamaker provided research on the retail costs to order similar irrigation products and explained the ease of which such a system could be installed.

Maintenance for the irrigation system will likely include removal of the timer system before winter freezes to protect from damage. After discussion, the Board expressed a preference for having the irrigation work installed professionally as part of the project rather than relying on volunteer labor.

Back Entrance Landscaping: The Board briefly discussed whether additional landscaping at the back entrance should be considered while Marshall's Landscaping is on site. Members noted the durability of existing plants and the desirability of low-maintenance varieties if any new plants are added. The matter will be revisited by landscaping committee to review what plants survive and the front entrance project is underway. The plan is to determine what options are available from Marshall's Landscaping.

Guard Shack Painting: The Board reviewed an estimate from John Poynter DBA Shades of Color of \$964.00 for pressure washing (\$150.00) and painting the guard shack with two coats of paint (Materials: \$214.00 & Labor: \$600.00). It was noted that the contractor is being paid by Madison County to perform related brick and mortar repair work and painting on the two brick front entrance signs (Battlefield Estates and Battlefield Golf Course). The Board also discussed deterioration in the lower right portion of the guard shack door frame and agreed that the county should be contacted regarding any needed

repairs before painting proceeds and/or determine if the damage can be repaired by the painter. Discussions about whether the door frame damage is from termites or the previous criminal break in at the guard shack several years ago when the door and lock was damaged.

Approval of Prior Minutes: The Board reviewed the minutes of the March 19 meeting. A correction was requested to add Faye Gabbard to the attendance record. Subject to that correction, the prior minutes were approved.

Financial Report: Arlene Wilson reported a checking account balance of \$7,956.12 and a savings account balance of \$15,741.62. Interest earnings for March included \$3.88 in savings interest and \$44.67 interest from the \$10,000.00 certificate of deposit with Park Community Credit Union. She further reported the State Farm insurance invoice in the amount of \$1,317.77 had been paid. Additional obligations discussed included reimbursement for the post office box, annual tax preparation expenses of approximately \$300, and a \$90 filing fee for the annual Commonwealth of Kentucky report with payable to Jaynes & Jaynes, CPA firm.

Fraud Alert: Arlene Wilson advised the Board of a phishing attempt involving an email that falsely appeared to originate from Frank Newman and requested a wire transfer. Frank confirmed that the request was obviously fraudulent and a common phishing scam. These phishing emails will often also include other people, including friends and family, located within your email contact list. Board members and community members are reminded to ignore and delete any emails from anyone requesting funds or financial information. (Generally, purchasing and using a known and reputable antivirus software will prevent and limit most if not all spam and phishing attacks.)

Signs and Metalwork: Arlene reported that follow-up efforts remain underway regarding the Battlefield Circle sign and related estimate requests. The Board also discussed the condition of decorative signs, posts, including mailbox posts and associated metalwork either missing or damaged over the years. Discussions to consider locating a local metalworking company that may be able to repair or reproduce the damaged pieces.

Unpaid Dues: Don reported that three residents recently remitted payment, leaving twenty properties with unpaid dues noting that some are in the process of selling their homes. The Board discussed sending reminder letters and noted that, in some cases, unpaid dues will be collected at closing when the property is sold since the closing companies must confirm HOA dues and/or liens. The Board also discussed whether mailed invoices should continue for residents who may not regularly use electronic communication. Those homeowners who don't pay the annual HOA dues will receive a reminder letter.

Semiannual Meeting Planning: Don proposed Gillum's, located in the former mall, as a potential venue for the semiannual meeting, citing possible cost savings. This location has been used for BEHOA meetings in the past. The Board discussed the use of the larger room, the provision of light refreshments, the opportunity for attendees to order off the menu if needed and potential meeting dates of June 11, 2026, with June 25, 2026, as an alternate date if necessary.

Additional Community Concerns: The Board discussed storm drainage issues affecting certain homes and streets, golf cart visibility near the clubhouse and golf course entrance, and the option of reporting county-related drainage concerns through the county's online request system.

Actions Taken and Votes Recorded

1. **Front Entrance Landscaping Approval:** A motion was duly made by Addie Murphy-Henry and seconded by Faye Gabbard to approve the estimate from Marshall's Landscaping for the front entrance landscaping project, including professional installation support for the irrigation system. (\$959.30; \$800.00 labor and \$300.00 for the irrigation system [\$150.00 labor & \$150.00 materials] for total of **2,059.30**. The motion carried.
2. **Guard Shack Painting Approval:** A motion was duly made by Arlene Wilson and seconded by Addie Murphy-Henry to approve the estimate from John Poynter DBA Shades of Color of **\$964.00** for washing and painting the guard shack. (Pressure washing: \$150.00; Materials: \$214.00 & Labor: \$600.00) The motion carried.
3. **Approval of March 19 Minutes:** A motion was duly made by Faye Gabbard and seconded by Barry Tait to approve the minutes of the March 19 meeting, subject to correction of the attendance record to include Faye Gabbard. The motion carried.

Action Items

- The board will notify Marshall's Landscaping that the front entrance estimate was approved and coordinate timing after painting is complete and request for plants to be held back.
- The board will ask Marshall's Landscaping to review the back entrance for possible future improvements or landscaping design plans for that location.
- The board will contact Madison County Judge Executive, Reagan Taylor and painter about repairing the damaged guard shack door frame and addressing any termite-related concerns before painting.
- The board will continue follow-up regarding the Battlefield Circle sign and related sign/post estimates.
- Reminder letters for unpaid HOA dues to be prepared and sent to those homeowners who have not paid yet.
- The board will confirm the semiannual meeting location and date, with Gillum's as a preferred option if available.

Adjournment

There being no further business, the meeting was adjourned upon movement to adjourn.