

BEHOA Meeting Minutes

Date: Friday, May 15, 2026

Location: Madison County Library meeting room

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, Ken Lee and Fran Watson

Absent: Sue Ann James. Sue reported by email that she was substitute teaching and could not make the meeting.

Quorum: A quorum was present.

Review and Approval of Prior Meeting Minutes

- The board discussed and reviewed the prior meeting minutes of 4/24/2026.
- The recording software did not clearly capture the correct banking account numbers from the prior meeting, specifically the checking account balance.
- The amount was provided at the prior meeting and only needed confirmation before final review, approval and online posting of the minutes.

Motion: Approve the prior meeting minutes pending addition and confirmation of the correct checking account balance information.

Moved by: Addie Henry

Seconded by: Fran Watson

Result: Motion carried with no opposition.

Reports and Business Discussion

- Checks received and deposited from three additional homeowners.
- Another homeowner indicated payment would be provided on or about May 18.
- The board discussed making another sweep of homeowners with outstanding dues before sending reminder letters.
- Friendly reminder letters are appropriate for any unpaid HOA dues, with more formal follow-up and collections from Jaynes and Jaynes, CPA firm if needed.

Street Signs, Light Poles, and Related Maintenance

- Arlene Wilson presented an estimate from Signs and More for street sign replacement and related cleaning and repainting of several sign posts and light posts.
- The estimate included replacement of 22 street signs, cleaning/scraping rust, repainting the street sign posts, and repainting certain light poles.
- The total estimate presented was \$4,278.16 (\$3,200 cleaning, rust removal & painting of 12 sign posts and 34 light poles + \$836.00 for 22 double sided black street signs + \$242.16 sales tax)
- The estimate reflected a reduced cost of \$38 per sign due to quantity.
- The board discussed reviewing the estimate with homeowners at the semiannual BEHOA meeting because the work may not begin until at least July or August.

- The board also discussed obtaining one replacement sign first, using the damaged Battlefield Circle sign as a sample.

Motion: Tentatively approve the Signs and More estimate, pending review by homeowners attending the semiannual meeting and review of a sample replacement sign.

Moved by: Arlene Wilson

Seconded by: Fran Watson

Result: Motion carried with no opposition.

Mailbox Decorative Laurels and Mailbox Condition

- The board discussed some decorative laurels found in the guardhouse and whether they may belong to any of the street signs or mailboxes.
- The condition of some neighborhood mailboxes was discussed.
- Mailbox maintenance and repair is the homeowner's responsibility.
- The board may provide homeowners with resource information if a vendor is identified for replacement decorative laurels, related mailbox parts or posts.

Holiday Decorations and HOA Dues Reminder Signs

- Christmas wreaths, bows, and decorations previously used by the HOA have been placed in plastic containers in the guardhouse for storage and access.
- HOA annual dues reminder signs are also being stored in the guardhouse.

Front Entrance Repairs, Guardhouse Landscaping and Painting

- The entrance landscaping project remains on hold until painting and related repairs are completed. Marshall's Landscaping is waiting for the painting to be done.
- The front entrance painting and masonry repairs are being coordinated with Madison County. The board discussed contacting Judge Executive Reagan Taylor to request the work be expedited due to landscaping needing to be done before temperatures increase.
- Repairs are needed on the guardhouse door frame, and the board discussed whether the county or the painter will address those repairs.
- The board discussed watering needs for the landscaping, including whether Marshall's irrigation/watering option should be used to preserve the plant warranty.

BEHOA Semiannual Meeting Plans

- The semiannual meeting was reserved at Gillum's for Thursday, June 25, 2026, beginning at 6:00 p.m. The cost for the room is \$100.00.
- The room was reserved beginning at 5:30 p.m. for setup.
- Gillum's typically offers only pizza for large groups, but some appetizers, soft drinks, and other options may be available. Guests may order off the menu if needed.
- The board discussed keeping catering costs below prior fall meeting food cost of approximately \$757 and exploring costs at approximately \$300 to \$400, if possible.
- The board discussed sending notices by email and Facebook.

- Written mailed invitations were discussed, but postage and printing costs were noted as a concern. Most residents reply via email and online with Facebook.

HOA Annual Dues Increase Discussion

The board discussed if annual HOA dues of \$100 should be increased to \$125 in the future due to rising overall costs, including mailings, electricity, landscaping, signage, painting, meeting food costs, and other expenses. The board noted that dues have not increased since the beginning of the HOA. This topic will be presented at the semi-annual meeting for homeowner discussion. Estimate of \$125 proposed.

Architectural Review Matter

Don Nunamaker noted a homeowner at 104 Manson submitted a sketch or draft regarding a proposed roof over a back deck. The board discussed that the homeowner should submit the request in writing, including more details of the proposed work for review. The board also discussed confirming Madison County building-permit requirements and ensuring any structures comply with BEHOA architectural standards along with all applicable county building and code requirements.

Future BEHOA Board Meeting Schedule

The board discussed taking July and August off unless urgent business arises. A September meeting date was discussed, with September 11 mentioned as a possible date depending on library space availability. The board also discussed the fall semi-annual meeting and identified Thursday, November 12, 2026, at 6:00 p.m. as a tentative date, with location to be determined.

Action Items

- **Follow up on unpaid HOA annual dues and prepare reminder letters as needed.** Status: Another sweep of homeowners may be made before mailing letters.
- **Signs and More to prepare the Battlefield Circle replacement sign as a sample.** Status: Sample to be shown and reviewed before more sign replacement work.
- **Clarify whether stored laurels are for street signs or mailboxes.** Status: Needed before purchasing replacement options on street signs or mailboxes.
- **Contact county regarding timing of entrance painting and related repairs.** Status: Board discussed sending a text or call to request expedited work.
- **Confirm Gillum's food options and estimated costs for the June 25 semi-annual meeting.** Status: Target cost range discussed; final menu review.
- **Prepare semi-annual meeting notices by email and Facebook.** Status: Mailing costs an issue if sending written notices and most homeowners will reply online.
- **Request written architectural submission from homeowner at 104 Manson.** Status: Submission should include details of proposed deck roof project with any necessary Madison County building permits.

Adjournment

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