

Battlefield Estates Homeowners Association Summer Semiannual Meeting Minutes

Date: Thursday, June 25, 2026

Location: Gillum's Sports Lounge – Richmond Mall 830 Eastern Bypass, Richmond, KY

Presiding Officer and Call to Order: Frank Newman, President

Attendance: 40 attending; All BEHOA Board members present; incoming residents Troy and Robin Hensley

Meeting Summary

The BEHOA reviewed finances, entrance and common-area maintenance, county responsibilities, signs, membership participation, and semiannual quorum requirements for membership voting. Because a membership quorum was not present, the meeting was informational and no substantive membership actions or votes taken. Approval of the May BEHOA Board meeting minutes was deferred to allow additional review.

Opening of Meeting, Introductions and Information

- Frank Newman welcomed attendees, introducing the volunteer board, and inviting residents to attend board meetings, raise community concerns, and consider serving on the board.
- The BEHOA's stated priorities are neighborhood appearance, safety, an open and welcoming community, resident support, and social gathering opportunities.
- Incoming BEHOA residents Troy and Robin Hensley were welcomed.
- The next board meeting was tentatively identified for Friday, September 11 at approximately noon at the Madison County Library, subject to facility availability and final confirmation.

Treasurers Report and Open Floor Discussions

- Treasurer Arlene Wilson reported total funds of \$32,669.91. Reported components included approximately \$6,800+ in checking, approximately \$15,700+ in savings, and a \$10,000 certificate of deposit. (Whitaker Bank – Checking & Savings accounts; Park Community Credit Union for Certificate of Deposit)
- The certificate of deposit matures in November. Interest earned was described as approximately \$113 to \$130, with a full-year estimate of about \$260.
- Those attending agreed to keep the savings balance available for the time being because landscaping, signs, utilities, and other bills may remain outstanding. (Discussion for adding funds to CD account in November.)
- Current annual dues are \$100.00 per home. Rising electricity and maintenance costs were discussed as a need to possibly increase annual dues in the future, but BEHOA reports having adequate funds at present.
- Routine expenses discussed included street lighting, BEHOA directors and officers' liability insurance, tax preparation and required annual filings, flags, landscaping, irrigation, repairs, printing, and street signs.
- A future dues increase may be considered if operating expenses begin to exceed income or reserves fall below an appropriate threshold. No dues change was proposed or approved at this meeting.

Entrance Landscaping Project and Madison County Responsibilities

- The BEHOA reviewed work done at the front entrance, including new plants, an irrigation system, painting and repairs. The automatic irrigation system reduces the need for volunteers to water the plants manually, and the plants were reported to carry a one-year replacement warranty from the landscaping company.
- A September 2019 memorandum of understanding (MOU) with Madison County and BEHOA was read into the discussion. As described, the county is responsible for the front-gate flower beds and shrubbery, guardhouse landscaping, front walls, and surrounding property; the Association is responsible for back-gate flowers and shrubs.

- Members questioned whether recent front-entrance costs should have been paid by Madison county. The board will continue reviewing the memorandum and communicating with county representatives.
- The board explained that county representatives specifically the Madison County Judge Executive suggested removing the front guardhouse and paving the landscaped area as a solution rather than painting and landscaping. The BEHOA board members chose to preserve the entrance features and landscaping.
- John and Laura Wooten were thanked for their volunteer work on the front entrance planning committee, including seasonal placement and removal of the front and back entrance flags.

Street Signs and Security Signs

- A proposal was discussed to replace approximately 17 damaged street signs to match the existing design, remove rust from signposts, repaint the posts, and repaint streetlight posts for a consistent appearance.
- The estimate discussed was approximately \$4,278. The BEHOA board will seek additional information and possible alternatives before proceeding. Due to the nature of the street signs' design, options are limited.
- Members discussed whether the older deed-restriction notices are still needed now that all lots have been sold. The recorded BEHOA deed restrictions remain part of property documents, and sellers and real estate professionals should ensure buyers receive copies of the BEHOA governing documents.
- The board will investigate updated video-surveillance or security signage and appropriate placement near the entrances.

Quorum Voting and Participation

- The bylaws were described as requiring owners representing 30 percent (30%) of the units to be present to establish a quorum for substantive membership action. With less than 30% reported present, no membership quorum was established. Voting generally requires written and proxy ballots for any substantial changes.
- Board meetings always remain open to BEHOA residents. The board has authority to conduct its regular, recurring and routine business when a quorum of BEHOA board members is present at meeting.
- Proxy or written ballots are useful for announced voting matters, but the discussion questions if absentee votes by themselves can always replace the attendance needed to establish a 30% membership quorum.
- The BEHOA parliamentarian Addie Murphy-Henry explained that, for quorum-counting purposes, a person owning several units may represent those units, but has only one vote on a matter. The BEHOA board was encouraged to involve multiple-unit owners when an important membership vote is anticipated.
- Changing the 30% quorum percentage would require an amendment to the governing documents; however, no amendment was suggested, proposed or acted upon.

Review of Prior May BEHOA Board Minutes

Copies of the May meeting minutes were circulated. A request was made to postpone approval of May minutes so members would have additional time to review them. Approval was deferred, and the minutes will be reviewed at the upcoming BEHOA board meeting on Friday, September 11.

Follow Up and Updates

- Confirm Madison County's obligations (and BEHOA's obligations) under the September 2019 memorandum agreement (MOU) and pursue county performance where appropriate.
- Review the street-sign proposal, painting scope, vendor options, and updated security-sign requirements.
- Keep sufficient funds available for outstanding and anticipated bills. (Monthly KU bills for street lights.)
- Complete review and approval of the May BEHOA Board minutes before posting as approved.
- Confirm September 11 meeting date, time, and Madison County Library availability.

Adjournment

The meeting concluded after discussion of signs and related follow-up. Meeting adjourned at 8:40 P.M.