



BARRINGTON CHASE PROPERTY OWNER'S ASSOCIATION Corporation (POA)

POA MEETING MINUTES

Distribution: Barrington Chase POA Meetings Minutes – On Website: www.barringtonchasepoa.com
Date: June 6, 2026
Time: 10:00 am
Location: Taylor Farm Park Center at 1380 Pine Valley Road, Powder Springs, GA 30127

Meeting Purpose: Discuss Barrington Chase POA Business

The following is the agenda of topics to discuss in this meeting:

OLD BUSINESS:

- 1.) The June 7, 2025, meeting minutes (Previous Years meeting minutes) were distributed to all POA members by mail in June of 2025 and again in this meeting. **A motion was made to approve meeting minutes as written by Doug Jones (2024-2025 President). This motion was seconded and all attendees voted to approve the meeting minutes as written.**
- 2.) Work activities completed or underway from July 2025 to present:
 - Curb and Storm Sewer Top – The storm sewer top, asphalt, curb and gutter will be replaced at the intersection of Provident Place and Bentonville Lane by Paulding County Construction.
 - Insurance - The POA covenants require General Liability and Director/Officer Liability insurance. This insurance is currently \$2,380.00/year. A Financial Audit was conducted for the previous four years was conducted. **Yearly audits will occur on a going forward basis, which is becoming a necessity to obtain necessary liability insurances.**
 - Landscaping Maintenance – Southern Landscape Property Maintenance has completed the maintenance of the entrance (trims bushes, decorative grasses, mowing, blows leaves in the fall, etc.) and mows four (4) other common areas in the subdivision for the same price each year In general terms their proposal cost are \$405.00 monthly, spring and fall flower plantings \$390.00 each and pine straw bales at \$8.25/bale as needed. **Due to gas prices the cost for this work will likely increase about 5% this next year.**
- 3.) **Thank You To** - Doug Gassett at 60 Bentonville Lane puts out Christmas decorations and flags throughout the year for appropriate holidays. He also fixes electrical issue as needed. Doug has done this for many years and it is truly appreciated, so when you see him, please thank him.
- 4.) **Facebook** – Tammy Brothers has been busy getting Facebook up and running and is the contact for all things Facebook (Barrington Chase Community).

BARRINGTON CHASE POA

Yearly POA Meeting Minutes

- 5.) **Webpage** – Tammy Brothers has also been busy with our webpage at www.barringtonchasepoa.com. Future correspondence will be done through email on this website (HOA Express button on upper left side of website homepage). POA Covenants, Architect review form and other documents are now accessible on the website.
- 6.) **Accounting Software** - A new accounting software called QuickBooks has been purchased by the POA. The previous treasurer had their own software.
- 7.) **Property Owner Dues for 2025 to 2026** - \$200.00 dues have been collected from all but eight (8) properties and one (1) of those only owes \$50.00 more on a payment plan.
- The property owner at 249 Wynthorpe Way is a Partnership, LLC registered in Delaware, This LLC Partnership is owned by **ten (10) partners that are all LLCs. and has paid this year's dues (\$200.00 7/1/25 to 6/30/26) but has not paid last year's dues of \$100.00. The detective work continues.**
- 8.) **POA Financial Status - June 30, 2026, indicates a projected bank balance of \$16,447.35**
- See attached Financial Report from Tomica Prothro (Treasurer)

NEW BUSINESS

- 9.) **2026 – 2027 Budget (See Treasurer Report)** **\$17,115.00**
- 10.) **Projected Bank Balances (See Treasurer Report)**
- | | |
|---|--------------------|
| Projected Bank Balance on June 30, 2026 | \$15,862.83 |
| Projected Bank Balance on June 30, 2027 | \$21,355.83 |

Note: The POA bank balance should be maintained near the yearly assessment collection amount of \$22,600.00. Based on the projected June 30, 2027, bank balance of \$21,355.83. it is reasonable to spend some funds on a couple urgent maintenance items.

The POA Meeting (Time, Date & Time) was advertised with a double-sided sign at the only entrance to Barrington Chase POA. Any POA Member (POA Property Owner) that did not attend this meeting choose not to attend and choose not to participate with the POA Business. Seventeen (17) POA members attended signed the sign-in sheet.

- 11.) **Projects for 2026 to 2027:** The Board Members mutually agreed that the following maintenance projects need to be considered. Doug Jones (POA President) explained these projects and recommends moving forward as follows:
- a.) **Tree Removal** - Solicit three (3) quotes to remove two (2) large river birch trees at front entrance. These trees are overgrown and have started to crack the brick entrance structure. This work needs to proceed as soon as a qualified contractor is identified to perform the work within budget.
- Budget for Approval \$ 3,000.00**
- Action:** A motion was made to approve the recommendation and budget, motion was seconded. Meeting attendees voted unanimously to approve.
- b.) **Landscaping** - Supplement existing landscaping at front entrance with new landscaping. Multiple plants have died over the years and a few plants are in poor condition, so the board believes a facelift expenditure is reasonable. So, the POA Board recommends the 1.) solicitation of three (3) design/build quotes for landscaping, 2.) select the most beneficial/cost effective and attractive design and 3.) negotiate

BARRINGTON CHASE POA

Yearly POA Meeting Minutes

final design changes and cost. The final design and cost will be presented at the June 2027 yearly POA meeting for review and approval. The Board will distribute the final proposed design and cost prior to the June 2027 meeting.

Potential Cost \$10,000.00

Action: A motion was made to approve the recommendation and the motion was seconded. The meeting attendees voted unanimously to approve except for one (1) person that was opposed because he did not think improving the entrance landscaping was necessary.

- c.) **Landscape Lighting** – Solicit three (3) proposals for new lighting system with up lights at columns and lighting for the Barrington Chase signs. The proposal that is most advantageous to the POA and best design will be awarded this work and completed over the next year.

Budget for Approval \$ 3,000.00

Action: A motion was made to approve the recommendation and budget, motion was seconded. Meeting attendees voted unanimously to approve.

12.) Other Future Maintenance Projects:

- a.) The backside of the brick entrance structure needs to be redone. The existing masonry plaster is coming off, so the rain, freeze/thaw is gradually damaging the wall. New metal lathe, plaster and sealer need to be installed on the back side of these walls. Pressure washing the brick front (Austin Bridge side) with some masonry pointing up is needed with sealer.
- b.) The front entrance signs have started to delaminate and could last several more years but will need to be replace sometime in the future.

- 13.) **HOA Payments** – Our new accounting system (QuickBooks) can email dues/assessment invoices directly to property owners and provides the option to make payments electronically. Please note that electronic payments are subject to an additional bank processing fee of 2.99%.

To participate in electronic invoicing and payment services, each property owner must provide the following information to the POA:

- Property owner's full name
- Property address
- Cell phone number
- Email address

Homeowners who wish to pay their annual dues in full electronically, including the applicable processing fee, should submit a request by email to contact.us@barringtonchasepoa.com. Upon receipt of the request, an electronic invoice reflecting the annual dues and applicable fees will be sent. Please follow the instructions provided on the electronic invoice to complete your electronic payment.

- 14.) **Barrington Chase POA Webpage** - www.barringtonchasepoa.com - The POA email system (HOA Express) can be accessed from this home page including contact.us@barringtonchasepoa.com.

- 15.) **The Facebook page** for Barrington Chase is called “**Barrington Chase Community**”. Tammy Brothers (POA Secretary) is the administrator of the account.

BARRINGTON CHASE POA

Yearly POA Meeting Minutes

- 16.) **Homeowner Assessment/Dues** - The yearly homeowner assessment/dues of **\$200.00** are payable by July 1, 2026, with a grace period to the end of July 2026. These dues are for the period of July 1, 2026 to June 30, 2027. Please make check payable to **Barrington Chase POA** and mail assessment/dues to:

Barrington Chase POA
P.O. Box 71
Hiram, GA 30141

Electronic payments (In Full) can be made (see Item No. 13 above)

Note: Our attorney has advised the POA that Georgia Law is changing on July 1, 2026, which requires the POA to use attached the thirty (30) day notice letter language to collect outstanding assessments/dues. The law requires this letter to identify initial attorney fees in the thirty (30) day notice letter. When a lien is filed with the county, additional attorneys, diligent fees, penalties, interest, etc. will additionally apply.

- 17.) **Current Board of Directors/Officers (July 1, 2025, to June 30, 2026):**

| | | |
|-----------------|-----------------------|--------------|
| President: | Richard Douglas Jones | 404-985-8029 |
| Vice President: | Larry Brothers | 504-615-6490 |
| Treasurer: | Tomica Prothro | 404-731-2739 |
| Secretary: | Tammy Brothers | 504-722-8466 |

The current Board of Directors/Officers from last year have agreed to continue next year (July 1, 2026 through June 30, 2027), if approved by attending POA members today. A motion to approve all current Directors/Officers to the next business year of July 1, 2026 through June 30, 2027 was made and then seconded. The vote by attending POA Members was unanimously approved.

Note: The POA President, Richard Douglas Jones (Doug) will resign at the end of the next fiscal year (June 30, 2027 after volunteering for four (4) years. New candidates for the POA President position need to come forward in the next yearly in June of 2027.

- 18.) **Current Architectural Committee** members are Doug Jones, David Carter, Scott Kaminski, and Larry Brothers are the current volunteers on the Architectural committee.
- 19.) **Welcoming Committee** – Current volunteer committee members (2025 to 2026) are Jann Jones, Barb Schoellen and Laura Bryant and these people will remain on the committee. The POA will pay up to \$25.00 for welcoming baskets prepared by the committee.
- 20.) **Yard of the Month Committee** - Larry and Tammy Brothers were unable to attend this yearly POA meeting, but have summarize the approach to awarding “Yard of the Month” as follows:

Yard of the Month (YOTM) Program

The primary purpose of awarding a resident with the (YOTM) honor is to recognize residents who maintain or improve their yards to a high standard.

How it Works

Selection: As homeowners, we are all responsible for maintaining our property for our own investment and as team players we all contribute to the neighborhood collective whole. Our selection process follows the Scrum Guide basic principles for a team:

- **Transparency:** the work (nominations for YOTM) is submitted to the BC POA YOTM committee via the website. The nominated home must be within the BC neighborhood limits.
- **Frequency:** A Facebook post is generated monthly (spring – fall) seeking nominations.

BARRINGTON CHASE POA

Yearly POA Meeting Minutes

- **Inspection:** Transparency enables inspection. The BC POA YOTM Committee members will review the submitted nominations.
- **Adaptation:** Inspection enables adaptation. Following the criteria below, the committee will select one of the nominated homes that best fits the criteria.
 - **Criteria:** YOTM Guidelines
 - **Lawn:** home has healthy grass (minimal bare spots or weeds). Edging is neat on driveways, walkways, street curb, and garden border. Yard, porch, and alleys/sides of home are free of debris and clutter.
 - **Landscaping:** bushes at home are neatly trimmed, not overgrown, or blocking drivers' view. Garden beds are weeded and mulched. Bonus for any special design features to enhance curb appeal.
 - **General Aesthetics:** Reference Covenants
 - **Parking:** page 15, Section H
 - **Rubbish and Trash:** page 16, Section J
 - **Unsightly or Unkempt Conditions:** page 16, Section K
 - **Sight Distance at Intersections:** page 17, Section O
 - **Seasonal:** September will highlight porches with fall decorations. October will highlight mailboxes with Halloween decorations.

Recognition: Winner receives a *Yard of the Month* sign to display for the month. Photo posted on Facebook and BC website plus a small plant to add to their yard.

21.) Concern/Request:

21a.) Complaint/Request No. 1 - Landscaping - Why are property owners not complying with the "Neighborhood Landscape Maintenance Standards" as follows:

- a.) Front/side yards and all areas seen from a roadway shall be Bermuda grass without weeds. Other grass types are allowed in backyards and areas not seen from the roadways but maintained and mowed
- b.) All bushes, trees, hedges and other plantings shall be kept continuous professionally and neatly trimmed.
- c.) Bed shall be kept weedless with bedding (mulch, pine straw, decorative stone, etc.) covering all bedding areas.
- d.) Regular mowing such that growth is no more than 5 inches high and edging of grass at all locations that abut concrete.
- e.) Driveways and curb & gutter shall be maintained clean and uncluttered.
- f.) Maintenance of landscape lights, if applicable.
- g.) Debris, leaves, tree limbs, etc. removed and disposed of on a continuous basis.
- h.) Lawn equipment, tools and supplies shall not be stored where they can be reviewed from the street.

Response: *Doug Jones (POA President) indicated that all good neighbors are complying with the landscape standards, but all neighbors are not making their best effort. I have had multiple discussions (in many cases on their front porch), texts with photos, emails with photos and mailing to property owners to comply. Taking the next step with legal action is very costly, even though the Property Owner pays all legal fees, penalties, fines, etc. upon resolution of the court or property lien. This may need to be seriously considered by the Board/Officers.*

21b.) **Concern/Request No. 2 - Loud foul language and illegal substance** distribution is occurring in our neighborhood, so what can be done about this?

BARRINGTON CHASE POA

Yearly POA Meeting Minutes

Response: *The person that witnesses such events will need to report this behavior to the Sheriff's office at 770-443-3010. Timely or immediate reporting with photos is critical, so the Sheriff has info needed to assist.*

21c.) **Concern/Request No. 3:** Many people work remotely at home, so solicitors are extremely disruptive. The subdivision is posted with a sign stating; **"PRIVATE COMMUNITY NO SOLICITATION OR DISTRIBUTION OF MATERIALS. All Violators will be prosecuted"**, so why do solicitors continue?

Response: *Doug Jones talked to the Sheriff's Department about this issue and was told that the language on the sign is not enforceable. The Sheriff's Department informed me that each property Homeowner can prevent this solicitation by taking a picture of a solicitor when they come to the door, obtaining other info such as phone number, company name, address, etc. as much info as you can get and report all this to the Sheriff's Department and if a property owner does this, the Sheriff's Department (770-443-3010) can "Trespass" the company or individual by phone. They say this will keep that solicitor away. One POA member indicated they put a No Trespassing sign in front of her house and solicitors do not come to her door. I (Doug Jones) put a No Trespassing sign in the front of my house yesterday.*

22d.) **Concern/Request No. 4** – Last summer several pool parties occurred at 351 Bentonville Lane, which caused at least forty (40) cars to be parked on Bentonville Lane and subsequently getting around those cars was very difficult and time consuming. So, the question is; How do you stop this?

Response: *Property Owners in the Barrington Chase POA are not allowed to use their property, pool, etc. for a business purpose, which means they cannot collect money for onsite services, materials or rentals of space/pool for functions outside Property Owners family. Doug Jones, the Barrington Chase POA president will send them a letter reminder of the POA covenants.*

22e.) **Complaint/Concern No. 5** – Concerns were expressed about the safety at the 90-degree corner on Bentonville Lane and indicated that addition of a speed bump or added signage might improve the situation.

Response: *Doug Jones (POA President) explained that he had research this issue a couple of years ago and this action was not practical for many reasons. Anyone interested in doing this or even suggesting this needs to go to the Paulding County website and review the requirements to accomplish this. The first document to review is about a twelve (12) page document that outlines procedures to have a speed bump installed, which is titled "Traffic Calming Policy". Without repeating this document, I have listed below a few (very abbreviated list of activities) activities to accomplish this:*

- Solicit three (3) proposals from a civil engineer to complete a engineered stamp design of the roadway, speed bump, stripping, signage, etc., in complete detail. Hire (verify insurance and write contracts) the lowest bidder to perform the work and pay for the services.
- Solicit three (3) proposals for traffic study on this road/corner. Hire (verify insurance and write contracts) the lowest bidder to perform the work and pay for the services.
- The Barrington Chase POA will need to post a bond for this work and any other potential liabilities related to the speed bump or subsequent risks.
- Solicit three (3) proposals for all work designed, so total overall cost can be identified.
- A petition document in the traffic calming policy requires seventy five (75%) percent of all property owners (husband and wife – LLC Owners – etc. – all owner names on each property title) sign and approve all components of this action, including but not limited to design, design cost, traffic study cost, construction cost, traffic control, future maintenance, future replacement, total of all cost and responsibility of all liability related to the speed bump or signage into the future.
- All the above and other requirements and incidentals in the Traffic Calming Policy must be completed and delivered to the Paulding County Commissioner

BARRINGTON CHASE POA

Yearly POA Meeting Minutes

- The civil engineer and a POA Representative will need to present this design to the commissioners and at that time they may approve or may not approve.

Note: If this work is completed, the POA takes responsibility for this work and all related future law suites or claims relative to this work as the Petition outlines, it is unlikely that any insurance company would insure the Barrington Chase POA.

If this above is approved, the following will need to be performed:

- Obtain and pay for building permit from Paulding County
- Represent the POA and supervise the work permitting and final acceptance.
- Write and execute contracts for construction work and verify all insurances
- Get Paulding County Building Department final approval

The person that brought forward the speed bump was not interested in heading up a committee to complete all the above, so unless there is someone to volunteer to complete all the above and all Traffic Calming Policy requirements, we will consider this approach a dead/closed issue.

As President of the Barrington Chase POA, I recommend that everyone approaching the 90% corner on Bentonville Lane to be mindful of the speed and be alert going around the corner. If everyone does that, we will not have an accident.

22e.) **Concern/Request No. 5** – It was requested that the Barrington Chase POA dues sign be removed rather than leaving it up all year.

Response: *The POA dues sign at the front entrance is still up, because there are still outstanding POA dues. The sign was made placed at the front entrance, because many POA members said they had not paid, because they were not reminded by the sign at the front entrance as a reminder. So, the experiment did not work and dues payments did not improve. This year we will remove the sign on August 1, 2026, since POA Dues are payable for 2026 through 2027 before that date. Unpaid dues at that time will be addresses differently.*

I would like to thank the Board of Directors/Officers and all committee members for volunteering their time on behalf of the POA for 2025 to 2026 business year.

A motion was made to adjoin this meeting, the motion was seconded and the meeting was adjoined.

End of Yearly POA Meeting Minutes

Meeting Minutes prepared by:

Richard Douglas Jones (Doug)
Barrington Chase POA President
r.douglas.jones.rdj@gmail.com
404-985-8029

| Barrington Chase POA Balance Sheet (Projected) As of Jun 30, 2027 | |
|--|-------------------------------------|
| | Total As of Jun 30, 2027 |
| Assets | |
| LIFEGREEN BUSINESS SIMPLE CHEC (4868) | 21,355.83 |
| Total for Assets | \$21,355.83 |
| Liabilities and Equity | |
| Liabilities | 0.00 |
| Total for Liabilities | \$0.00 |
| Net Income (Projected) | \$5,493.00 |
| Equity | \$15,862.83 |
| Total for Liabilities and Equity | \$21,355.83 |

| | |
|---|--------------------|
| June 30, 2026 Projected Balance | 16,447.35 |
| June 30, 2026 Projected Expenses | (584.52) |
| June 30, 2026 Projected Bank Balance | \$15,862.83 |
| | |
| 2026 - 2027 Projected Income | \$22,608.00 |
| 2026 - 2027 Projected Expenses | (17,115.00) |
| June 30, 2027 Projected Bank Balance | \$21,355.83 |

| Barrington Chase POA Profit and Loss (Budget) July 1, 2026-June 30, 2027 | |
|---|---|
| | Total Jul 1 2026 - Jun 30 2027 |
| Income | |
| Other Income | 8.00 |
| POA Dues | 22,600.00 |
| Total for Income | \$22,608.00 |
| Gross Profit | \$22,608.00 |
| Expenses | |
| Office expenses | |
| Office Supplies | 1,154.00 |
| Total for Office expenses | \$1,154.00 |
| Other business expenses | |
| Bank and credit card fees | 108.00 |
| Insurance | 2,618.00 |
| Landscaping Services | 8,245.00 |
| Rental | 378.00 |
| Website Fees | 546.00 |
| Total for Other business expenses | \$11,895.00 |
| Professional Services | 935.00 |
| Accounting fees | 1,600.00 |
| Legal fees | 80.00 |
| Total for Professional Services | \$2,615.00 |
| Utilities | |
| Light | 511.00 |
| Water | 940.00 |
| Total for Utilities | \$1,451.00 |
| Total for Expenses | \$17,115.00 |
| Net Operating Income | \$5,493.00 |
| Other Expenses | |
| Misc Expenses | 0.00 |
| Total for Other Expenses | \$0.00 |
| Net Other Income | \$0.00 |
| Net Income | \$5,493.00 |

Barrington Chase POA
Balance Sheet Comparison - Fiscal
As of Jun 30, 2026

| | Total | |
|---|--------------------|----------------------------|
| | As of Jun 30, 2026 | As of Jun 30, 2025 (PY) |
| Assets | | |
| Current Assets | | |
| Bank Accounts | | |
| LIFEGREEN BUSINESS SIMPLE CHEC (4868) | 16,447.35 | 15,290.56 |
| Total for Bank Accounts | \$16,447.35 | \$15,290.56 |
| Accounts Receivable | | |
| Accounts receivable | \$0.00 | \$0.00 |
| Total for Accounts Receivable | \$0.00 | \$0.00 |
| Other Current Assets | | |
| Undeposited funds | \$0.00 | |
| Total for Other Current Assets | \$0.00 | \$0.00 |
| Total for Current Assets | \$16,447.35 | \$15,290.56 |
| Total for Assets | \$16,447.35 | \$15,290.56 |
| Liabilities and Equity | | |
| Liabilities | | |
| Current Liabilities | | |
| Accounts Payable | | |
| Accounts payable | 584.52 | 0.00 |
| Total for Accounts Payable | \$584.52 | \$0.00 |
| Total for Current Liabilities | \$584.52 | \$0.00 |
| Total for Liabilities | \$584.52 | \$0.00 |
| Equity | \$15,862.83 | \$15,290.56 |
| Total for Liabilities and Equity | \$16,447.35 | \$15,290.56 |

Barrington Chase POA
Profit and Loss Comparison - Fiscal
July 1, 2025-June 30, 2026

| | Total | |
|--|-----------------------------|-------------------------------------|
| | Jul 1 2025 - Jun 30 2026 | Jul 1 2024 - Jun 30 2025 (PY) |
| Income | | |
| Other Income | 7.07 | 556.24 |
| POA Dues | 17,973.00 | 16,100.00 |
| Total for Income | \$17,980.07 | \$16,656.24 |
| Gross Profit | \$17,980.07 | \$16,656.24 |
| Expenses | | |
| Office expenses | | |
| Office Supplies | 1,049.21 | 780.81 |
| Total for Office expenses | \$1,049.21 | \$780.81 |
| Other business expenses | | |
| Bank and credit card fees | 97.93 | 84.00 |
| Insurance | 2,380.00 | 2,915.00 |
| Landscaping Services | 7,495.75 | 7,110.75 |
| Rental | 344.00 | 315.00 |
| Website Fees | 496.80 | 496.80 |
| Total for Other business expenses | \$10,814.48 | \$10,921.55 |
| Professional Services | 850.00 | 850.00 |
| Accounting fees | 3,700.00 | 185.00 |
| Legal fees | 80.00 | 0.00 |
| Total for Professional Services | \$4,630.00 | \$1,035.00 |
| Utilities | | |
| Light | 464.43 | 470.11 |
| Water | 854.68 | 1,233.96 |
| Total for Utilities | \$1,319.11 | \$1,704.07 |
| Total for Expenses | \$17,812.80 | \$14,441.43 |
| Net Operating Income | \$167.27 | \$2,214.81 |
| Other Expenses | | |
| Misc Expenses | 0.00 | 100.00 |
| Total for Other Expenses | \$0.00 | \$100.00 |
| Net Other Income | \$0.00 | -\$100.00 |
| Net Income | \$167.27 | \$2,114.81 |

**FORMAT FOR 30 DAY LETTER PRIOR TO FORWARDING AN ACCOUNT FOR
LEGAL COLLECTION TO ROME & ASSOCIATES PC**

Owner(s) Name(s)
Address
Address

SENT VIA CERTIFIED MAIL RRR

RE: Notice of Forwarding Account for
Legal Collection & Amount of Initial
Attorney Fees to be Applied.

Dear Owner(s):

Pursuant to required notice pursuant to Georgia statute O.C.G.A. § 44-3-235 (f),
you are given notice of the following by [Name of Association]:

(i) The current balance due on your account is \$_____ which consists of:
\$_____ for assessments; \$_____ for fines; \$_____ for late fees & interest; and
\$_____ for collection costs.

(ii) If the full amount of \$_____ is not paid within 30 days from receipt of
this notice, you will incur attorney's fees in the amount of \$485.00 which is
itemized as follows:

\$45.00 File Review & Setup;
\$300.00 Title Search Deed Records;
\$140.00 Draft & Send Lien Warning.

Regards,
