

Chestnut Trails Homeowners Association Board Meeting Minutes

Meeting called to order 7/6/08 at 5 p.m.

Roll call:

Ron Duncan –present
Frank Marino – present
Dan McGilvray - present

Proof of Notice of meeting or waiver of notice:

All board members present

Election of Officers

Ron Duncan nominated/voted in as President, Frank Marino as V.P., and Dan McGilvray as Secretary/Treasurer for 2008

Reading of minutes of preceding meeting

No minutes were available from previous meetings;

Reports of officers

No reports from newly elected officers were presented

Reports of committees

No committee reports were presented

Unfinished business

No unfinished business

New business

- 1) Terry Hoder and Karyn Sullivan nominated and elected to Architecture Control Committee (along with Ron Duncan).
- 2) Vaca house paint colors approved.
- 3) Recommendation of changes in Cooper fence diagram/plans. Ron will discuss with her the options/request for changes.
- 4) Review of Original Recommended 2008 Budget:
 - a. Figured out we should have ~\$25K coming from current association dues in addition to the \$5K reserve and amount currently in the bank (details will be noted once bank documents are received).
 - b. We need to request a copy of all contracts so we know the status/details of required funds for the year as well as a copy (hard &/or soft tbd) of

the files for our records (may want to scan them in so we have soft copies).

- c. To keep within budget/possibly even allowing a slight increase to reserves there is a goal of cutting:
 - i. watering slightly to save some funds since certain areas seem to be getting over watered (should be able to adjust as necessary)
 - ii. web fees (approved to canx \$100/month fees & run site internally)
 - iii. Miscellaneous Administrative expenses where feasible
 - iv. Miscellaneous other expenses (trees/fences only in common area, etc.)
 - d. Official details of revised 2008 CHTA Budget will be coming at a later date, but with these adjustments we should not have to tap into reserves at all unless something unforeseen comes up.
- 5) Ron will be the primary contact for Condominium Management and will contact them soon re.:
- a. Insurance
 - b. Landscaping
 - c. Bank Statements
 - d. Bookkeeping
 - e. Request of Payment Approval before sending out funds
 - f. Closing of Website
 - g. General Contract Issues
- 6) Quick discussion re. pond conditions. Approved need to contact Surface Water Management to check on what (if anything) needs to be done to keep the pond in good condition.
- 7) Board adjourned to executive session to discuss late dues issue. Board returned from executive session to continue meeting.
- 8) Discussion of barking dog issue. Noted that it is/should be a civil matter and that the homeowner should call the police if required/concerned.
- 9) The board approved letting Mr. Hartsock remove a tree if he feels it is in danger of causing a problem at his house.
- 10) Discussion on "House Rules". Ron will send them out and the board will review/make recommendations for adjustment/addition as necessary.

Meeting adjourned at 8 pm