

## **Chestnut Trails Homeowners Association Board Meeting Minutes**

**Meeting called to order 8/12/08 at 7 p.m.**

### **Roll call:**

President: Ron Duncan –present

Vice President: Frank Marino – present

Secretary/Treasurer: Dan McGilvray - present

### **Proof of Notice of meeting or waiver of notice:**

All board members present

### **Reading of minutes of preceding meeting**

Board approved prior meeting minutes.

### **Reports of officers**

President Report:

- 1) Surface Water Management was contacted. Division rep. Jesse Jarosz stated that we should clean up the retention pond as needed. This will primarily consist of removing trees/vegetation from specified areas.
- 2) We need to get all of the details of requirements within various areas (landscaping/insurance/etc.). Specifically, we want to get the original plans to find out not only what we are supposed to be getting at what price, but why and whether or not we still need the exact services contracted for (or if we need more/less and can get them at a better price).
- 3) Barking dog policy-everything has worked ok with the latest situation so far (owner is getting training for the dog and neighbor has not complained again).
- 4) Issues with Condominium Management. Primarily in regard to their professionalism/performance. Noted that there does seem to be some improvement just not up to our standards still.
- 5) Box at entrance of neighborhood is blinking. Ron has tried to figure out what it is, but to no avail yet.

V.P. Report:

- 1) We are pursuing landscaping options to see if we are getting the proper value...more to come on this.

Secretary/Treasurer Report:

- 1) We need a better/more reasonable schedule for late fees next year and likely need to draft the next late fee notice that goes out ourselves
- 2) We will review financial difficulties on a case by case basis for anyone not able to make the payment on time.

- 3) We need to work on a letter to send to those with an unpaid balance still at the end of August and let Parker know we will have him send it in early September.

### **Reports of committees**

ACC Committee:

- 1) Vaca paint was approved
- 2) Lot 23 shed was conditionally approved (with paint matching house).
- 3) Lot 29-Fence was conditionally approved and letter was sent (was mentioned that in the future the letter should be sent with return receipt requested if it is conditional or rejected). The homeowner did not resubmit plans and did not comply with conditions (fence was moved in 3 feet from original plans, but was requested to move it in 9 feet). Note-any conditional approvals should be requested to send adjusted plans within 30 days for final approval from now on.

### **Unfinished business**

No unfinished business

### **New business**

- 1) For non-compliance with conditional approval/rejection of homeowner plans we will give the homeowner 30 days to fix the problem after which a \$100 fine/month will be assessed for non-compliance and after 2 additional months of non-compliance (3 months total) a summary lien will be placed on their property.
- 2) Was voted upon as to whether or not to send letter of non-compliance (certified) with fine/fees noted to Lot 29 for not complying with the conditions for the fence. 2 voted for and 1 abstained so the letter will be sent out re: fines for non-compliance with ACC request.
- 3) Dan was given copies to reimburse Ron for the copy of the keys (\$7) and website fees for 2 years (\$74.25).
- 4) Ron will be outlining a letter re. the trees in the common areas (for those concerned).
- 5) Broken common area fence-Ron will call Mark for name of handyman.
- 6) Another broken fence-We should notify the person of the need to repair it.

**Meeting adjourned at 9 pm**