

## Chestnut Trails Homeowners Association Board Meeting Minutes

**Meeting called to order 6/16/09 at 6:59 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

**Officer elections:** No change (Ron-President, Frank-VP, Dan-Sec./Treas.)

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

Board approved prior (April) meeting minutes and moved to post annual meeting minutes on the website and approve at the next annual meeting.

**Move to suspend order and hear report from entrance sign committee:** Motion to approve new sign with support from below and new colors (inc. cinnamon cherry)- approved unanimously

### **Reports of officers**

President Report:

- 1) A homeowner received a bill for annual dues from Condominium Mgmt & paid it to them, but the check was passed on from CM to SPS/Brian Judd.
- 2) Met with Brian/SPS about contract expiring and will go into details under new business

V.P. Report:

- 1) Upset that Brian has not followed up with certain items...specifically tot lot signs, not adding water spigot, and delay for sending out annual dues.

Secretary/Treasurer Report:

- 1) Warning that we are getting tight on funding and may have to dip into reserves depending on how receipts come in/spending goes over next month or so.
- 2) Need to send e-mail to Brian/SPS re. \$400 spending limit and competitive bidding.

### **Reports of committees**

ACC Committee:

- 1) Lot 105 trim on windows was approved

### **Unfinished business**

- 1) Lot 93 parking issue/fine is set aside due to lack of timely follow up on the part of the association.
- 2) Lot 27 fence-fine is set aside due to lack of follow-up on part of the association pending verification that the fence is now within lot lines.
- 3) Lot 28 letter was sent re. plantings/materials in green space, but the association will send a more clearly stated letter and follow-up with them.
- 4) Follow-up with Brian/SPS re. signage on tot lots and getting an estimate on getting a water faucet in front of the neighborhood (preferably locked).
- 5) Still working on 2<sup>nd</sup> amendment...board will attempt to get the 30 more signatures required to pass.

### **New business.**

- 1) Common area behind Lot 29 was previously wild grass growing only up to 4 inches tall, but now “non-native” grass there. Will need to kill taller grass and plant shorter grass for limited upkeep/better looks at some point.
- 2) SPS/CTHA President meeting: SPS concerned that board needs pdf forms for painting/siding/other common issues and that there is a lack of discretion in terms of which e-mails get sent to Brian/SPS. CTHA is concerned that there is not “library” of form letters and a lack of direct writing in the letters. Also several concerns in terms of follow-up on items. We also need clearer/more straightforward budget/other updates to make it easier to keep track of issues. Brian mentioned that CTHA could detail issues in the new contract and give us the ability to get out of the contract if there are still issues. 4 key questions to answer in letters to homeowners: What’s wrong? /Why is it wrong? /What do I need to do? /Consequences if not done.
- 3) Motion to sign on SPS for a 6 month contract with certain expectations of improvement to have CTHA sign on again at the end of the year. Dan and Ron for; Frank abstained.
- 4) Article 7.1 of CC&Rs re. maintenance of yard. Several complaints about overgrown landscaping on a lot within the neighborhood. Seems to be well within the scope of the association to ensure “clean, attractive, etc.” landscaping per article 7.1.
- 5) Move to post fences position paper on the web site with the changes approved by the board.
- 6) Need to get estimate and (assuming a reasonable estimate) get a water spigot and tot lot signs installed.
- 7) Lot 72 has an issue with the late fee. They think it should be waived since they state it was not late and Condo. Mgmt. misallocated somehow.

Meeting adjourned near 9:34 pm; next meeting will be on July 7<sup>th</sup> at 6:30 p.m.