

**Chestnut Trails HOA
Board of Directors Meeting
6-21-12**

Members Present:

RL – Rick Long , President
CL – Chris Lyon, Vice President
CG – Carol Gilbert, Secretary
CM - Cindy Monson, Treasurer

Non-members Present

ST – Stephanie Thomas

Absent:

Pratibha bachal

A quorum was present and the meeting called to order at 6:34p.m.

0. Review Agenda The agenda was reviewed and approved by the board.

1. Consent Agenda

a. Approval of march 2012 BOD minutes

The board minutes were reviewed. RL motioned to approve the minutes CL seconded all agreed; the BOD approved the March 2012 minutes unanimously.

b. Action Item Review

1. RL to finalize amendments to proposed budget and provide to St to include in homeowner mailing for annual meeting.-Done
2. CM to finalize process for contacting the property manager based on BOD feedback, and resubmit to BOD for approval. CM will then post to website. Ongoing. Will check in with CG to access website.
3. CM will update website, removing out of date info, and updating as needed. Will add link to describe property manager's role in our community and post contract for member reference.-**Difficulty accessing website. Will follow up with CG and/or CL to rectify. Done**
4. ST to email board with Cromwell's information. Done
5. ST to let complainant know the results of her review of the situation regarding tree removal at 3030 201st Pl.Done

2. Budget and Finance Report

The following statements have been internally prepared and reflect accrual accounting.

Balance Sheet for date 5-31-12

The balance sheet shows the Association's financial position on the 31st of May this year. The checking account cash balance is \$23402.85 plus \$ 10280.42 in reserves plus \$ 3150.41 in receivables for a total of \$ 36833.68.

RL made a motion to accept the financial report and CL seconded; passed unanimously.

3. Management Report

A Motion made to waive interest payment on one lot that has paid all but interest payment. Motion carries. Another lot is in arrears by greater than \$1000.00 and ST suggests BOD consider legal action. One owner is making a smaller payment than what was agreed. The lot owner is paying the debt albeit it in smaller portions, so no action will be taken at this time.

B. \$1 Million policy premium is \$851 per year. \$2 million umbrella is \$1651 per year. This is in addition to the base premium we already pay. ST can get an update for rate changes prior to the next annual meeting to be presented to the larger group of homeowners at that time. Discussion to consider changing policy based on discussion of community needs. BOD can look at adding to the budget for next annual meeting. ST will send copy of current master policy to all BOD.

c. ST is enquiring if we can send a check for web host renewal. BOD to discuss and let her know how to proceed. CL will check into godaddy and advise ST and BOD.

4. Complaints:

a. Bright blue house-question raised about its color. BOD discussed sending a letter to home owner to let them know that their color will not be approved at the next painting cycle. Discussion. Suggestion made that at next mailing of HOA dues OR at such time as the BOD becomes aware that there is a new tenant, ST should send a notice to the effect that we suggest they chose a color that blends with the environment of the neighborhood per the CCR's. and that owner go through the ACC approval procedure.

b. Lot (Spencer) complaint about lot 82 having a very overgrown lawn, as well as other concerns regarding weeds in sidewalks, etc. Discussion. Response: ST to send a response letter to complainant noting that BOD talks regular walks and drives through the neighborhood and does provide friendly reminders to those owners not in compliance with CCR's. If needed additional notices are sent. The lawn has since been mowed.

5. ACC Report:

- a. One in process for siding
- b. Lot 20 approved for deck remodel per plans.
- c. Tree removal requested by one lot and ACC deferred to board. ST responded via email that owner does not need to feel obligated to take down a tree in NGPA even if non native species, per ACC recommendation.

6. Ongoing Business

a. Reserve study review and action plan- discussion regarding the reserve study. Can be used to plan for budgeting in the future. RL will call county to ask about the responsibility of the county versus the HOA for leveling uneven sidewalk areas. Also noted that budget has arborist in a different budget category. Discussion to continue next meeting. CL proposed looking at a timeline for the items discussed in the reserve study to be maintained and or replaced to give BOD an idea of what are the immediate and future expenses and how they impact the annual budget.

7. New Business

- a. Newsletter ideas Fall newsletter to be discussed at next meeting.
- b. Insurance quote see management report
- c. fence repairs Discussion regarding getting multiple quotes for informational purposes. CM will ask Cascade for a bid to address replacing fence with and without paint.
- d. nominating committee action plan-deferred to future meeting of BOD.
- e. Other/Officer Assignments:By unanimous consent, all officers were reelected to their former positions.
- f. No soliciting sign recommended for entrance by CM. Decorative and tasteful can be looked into. CM to get a quote for this item, and BOD can install if approved.
- g. ST to report to BOD what the drainage issue is at tot lot on lower 200th PL, and to provide a quote for filling all the tot lots with a bark product by June 25th or ASAP.
CM made a motion to approve purchase of bark product not to exceed \$1500.00. if larger sum, an email vote will be called. RL seconded, all approve.

8. next meeting:

- a. July 19, 6:30 PM

CURRENT/ONGOING ACTION ITEMS

1. CG and CM will add link to website to describe property manager's role in our community and post Brink's contract for member reference.
2. ST will send copy of current master insurance policy to all BOD.
3. CL will check into godaddy and advise ST and BOD with regard to renewal of web hosting service.
4. ST to send a response letter to complainant regarding lot 82.
5. CM will ask Cascade for a bid to address replacing fence with and without paint.

6. CM to get a quote for no solicitor sign.

7. ST to report to BOD what the drainage issue is at tot lot on lower 200th PL, and to provide a quote by June 25th or ASAP for filling all the tot lots with a bark product.

CM made a motion to approve purchase of bark product not to exceed \$1500.00. If larger sum, an email vote will be called. RL seconded, passed unanimously.

8. RL will call county to ask about the responsibility of the county versus the HOA for leveling uneven sidewalk areas.

Motion to adjourn: CL motioned to adjourn the meeting, the meeting was adjourned at 8:00 p.m.