

**Chestnut Trails HOA
Board of Directors Meeting
10-18-12**

Members Present:

RL – Rick Long , President

CG – Carol Gilbert, Secretary

PB - Pratibha Bachal Assistant Secretary

CM - Cindy Monson, Treasurer

Non-members Present

ST – Stephanie Thomas

Absent: CL

A quorum was present and the meeting called to order at 6:04 p.m.

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

1. Consent Agenda

a. Approval of Sept 2012 BOD minutes

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

b. Action Item Review

1. ST to review payment history and notify BOD of any homeowners that paid a late fee this year.-Done. 2 lots have paid fines.

2. CM to get a quote for no solicitor sign. Ongoing.

3. ST will get estimates for installation of a French drain at the lower 200th Pl tot lot from three contractors. Quotes obtained and present for review. AI completed.

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

5. RL to include portion of letter from fire department regarding the no parking signs in the next newsletter to help clarify the question of parking for the residents. Next newsletter to be issued in October. Ongoing
6. ST to resend final reserve report to BOD and CG to post to website. Ongoing. Done.
7. RL to deliver friendly reminder to lot with trash cans showing, and will look for others in violation of CCR's regarding trash cans. Done . 3 new lots identified by ST, RL to deliver friendly reminders to these 3 lots.
8. ST will obtain a stamp to mark all HOA correspondence. Ordered.
9. ST following up with Liberty for payment for all repair expenses. At that time, all invoices will be paid. Requote also from Premier to cover tree on maltby that was not noted in current quote. Emailed Joel. Go ahead and do the work in the quote, and will add trees as needed. ST continues to email Liberty and the car driver's insurance. Sent pictures and as gave much information as possible, including bids, waiting to hear back. Ongoing
10. ST to check if liens have been filed for the two lots who are more than one year behind on their dues. Done. Lot in greatest arrears has lien filed. Lot over due by two years does not, and neither do any of those currently owing one years dues plus fines.-AI Completed
11. RL and CM to follow with WSDOT or Snohomish County to gather info regarding options for sound barrier or guard rail along Maltby for safety /noise concerns. Ongoing

2.Budget and Finance Report

The following statements have been internally prepared and reflect accrual accounting. Balance Sheet for September 30, 2012

The balance sheet shows the Association's financial position on the 30th of September this year. The checking account cash balance is \$43,464.50 plus \$10,281.49 in reserves plus \$5,959.64 in receivables for a total of \$59,705.63.

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

3. Management Report

A During drive through, a hole near the 200th tot lot bench was noticed, and needs to be filled-will ask Premier to address safety concern. Also noticed a car battery left out in front of one lot, ST will send a notice to tell them to remove it. Garbage cans noticed near house at three lots on lower 200th but clearly within view of the street. RL will send a friendly reminder to these lots. Some play equipment was also noted in common areas, not sure it has been there for a long time. Wanted BOD to be aware.

B Lot 41 - was painting during September walkthrough. No ACC approval on file.

C Dead trees by playground at lower 200th reported by homeowner. Will ask ACC to step beyond their usual role and assess which property (common or private) the dead trees are on. Report to BOD for follow up action.

D Follow up from Car accident 9/8/12:

Cascade Fence and Dump it - paid

Master policy claim was made on 9/18/12 - claim #109458705041 because adjuster for driver's policy indicated there would be no coverage. Will be handled out of Liberty's Denver office. 1-866-691-6655/ FX 888-268-8840. UPDATE: Rec'd letter from 9/19 - spoke to Richard at 11:30. He's indicating that he needs to check with agent to see if policy was intended to be written to include the fence. sent email on 10/12 and left voicemail (richard.buckley@libertynorthwest.com) on 10/17 to get update - no response

10/17/12 - emailed Susan Debes-Lissy bids and invoices for trees, fence and disposal. (driver's insurance)

10/18/12 - rec'd letter from Susan Debes-Lissy stating may not be enough funds to pay all claims-drivers insurance

E Letter received from Premier Landscaping indicating a 3% increase for the coming year.

4. Complaints: None this month

5. ACC Report:

a. Lot 68 was approved for roofing project, Lot 95 was approved for tree/trim removal, and Lot 68 was approved for deck project

6. Ongoing Business

a. Barrier for safety- CM is digging into this option and it will be a long battle, but she will keep trying. Voiced concern regarding traffic from new development on 35th Ave SE.

b. Late dues/late notices. After ST informs RL whether or not she gets any responses from homeowners regarding late dues, RL will contact associations attorney to file liens for all late dues.

C Follow up to car accident-see management report.

7. New Business

a. CG made a motion to ask ST to send a letter to 2 homeowners who did pay their fines that they will be awarded a one-time credit towards next year's dues. RL seconded, motion passes unanimously.

8. Next meeting is November 15th at 6:00.

VII Action Item Update. CURRENT/ONGOING ACTION ITEMS

1. CM to get a quote for no solicitor sign. Ongoing.
2. RL will call county to ask about the responsibility of the county versus the HOA for leveling uneven sidewalk areas. Ongoing.
3. RL to include portion of letter from fire department regarding the no parking signs in the next newsletter to help clarify the question of parking for the residents. Next newsletter to be issued in October. Ongoing
4. 3 new lots with exposed trash cans identified by ST, RL to deliver friendly reminders to these 3 lots.
5. ST will obtain a stamp to mark all HOA correspondence. Ordered.
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7. RL and CM to follow with WSDOT or Snohomish County to gather info regarding options for sound barrier or guard rail along Maltby for safety/noise concerns. Ongoing
8. ST to email Walt and Al to ask them to please check the property markers for the trees at the tot lot, to help determine the correct direction to take with possible tree removal.
9. BOD will table the proposals for tot lot drainage due to cost. Will revisit in Spring to address
10. RL will contact HOA attorney to place a lien on lot over due by two years, and RL to file additional liens if there is no response back from homeowners.

Motion to adjourn: PB made motioned to adjourn the meeting, the meeting was adjourned at 7:02 p.m.