

**Chestnut Trails HOA
Board of Directors Meeting
November 15th, 2012**

Members Present:

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

Non-members Present

ST – Stephanie Thomas

Absent:

A quorum was present and the meeting called to order at 6:07 p.m.

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

1. Consent Agenda

a. Approval of October 2012 BOD minutes

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

b. Action Item Review

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. Done
5. ST will obtain a stamp to mark all HOA correspondence. DONE.

6. ST following up with Liberty for payment for all repair expenses. At that time, all invoices will be paid. Re-quote also from Premier to cover tree on Maltby that was not noted in current quote. Emailed Joel. Told to 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. Update: Liberty's adjuster called the driver's adjuster to discuss. Driver's adjuster committed to give Liberty a monthly update on status. ST to continue to check in with Liberty for updates regarding the driver's insurance.
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. CM will consider contact the councilmember for Snohomish County to raise the question again. 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. DONE
9. BOD will table the proposals for tot lot drainage due to cost. Will revisit in Spring to address issue
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. Ongoing. One Lot is sending impressive payments according to his agreement. Second Lot that is over two years in arrears has not made a payment, and BOD reviewed this information, and CM made a motion to contact attorney to place lien on delinquent lot. Motion carried.

2. Budget and Finance Report

The following statements have been internally prepared and reflect accrual accounting. Balance Sheet for date October 31st, 2012

The balance sheet shows the Association's financial position on the 31st October this year. The checking account cash balance is \$40,438.43 plus \$10,281.70 in reserves plus \$4,807.26 in receivables for a total of \$55,527.39.

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

3. Management Report

A The figures for insuring fence will be forthcoming. In process.

B One homeowner (recently moved in) contacted ST to ask for a payment plan due to new job. Homeowner proposed \$100.00 per month for 4 months. RL made a motion to accept proposal and remove late fee when payments are complete. CL seconded, Passed unanimously. One other homeowner (lien already in place) is now

making significant payments. One (over two years) has not contacted ST regarding final notices. BOD discussed Lien, and RL will contact Attorney to place lien for that lot. Two lots that are one year overdue were discussed (see AI above) Final notice with delivery confirmation recommended and approved by BOD.

C Four lots had trash cans exposed to the street. One is likely a move out, and WMNW to pick up. One is not a frequent offender, but a friendly reminder will be sent. Two other lots are repeat offenders, and so a more specific notice will be sent by RL.

D RL made a motion to send a final notice to 2 lots (overdue for one year's dues) with delivery confirmation. CM seconded. Motion passed.

E Trip hazard at playground fixed; letter sent to one lot to remove car battery, and it was gone at tonight's drive through; rubber stamp for mailings received; ACC contacted about removing trees at lower 200th playground (dead trees) ACC believes trees are in common area. RL offered to email homeowners to see if a work party can be gathered to remove the dead trees.

F. emailed Brunni Colbath about adding fence to the insurance policy . Still waiting for bid. Emailed Betty to follow up on the ETA of bid.

G. Letters sent to homeowners who paid their late fees when others had fees waived. Credit is applied to their accounts against next years dues.

H. Car accident follow up: Master policy is not paying. The adjuster from HOA master policy has made contact with the driver's adjuster (Susan Debes-Lissy). She is indicating she will give us a monthly report. Lot 1 is proceeding with repairs. The insurance adjuster thinks it will take the 3 year statutory limit to adjust this claim.

4. Complaints:

- a. NA

5. ACC Report:

- a. no new requests this month

6. **Ongoing Business**

a. Fence replacement-Discussed developing an approach to maintaining and repairing or replacing the community fence. How will maintenance be handled in the future. CM suggests option of neighborhood taking a loan out to cover. BOD discussed current funds/reserve options. Concerns raised are security and safety. ST will look at the CCR's to see what the language is in our documents regarding the taking out of loans. It is possible that a lender would request a special assessment take place to back the loan. Current quote for like kind structure is about \$47,000. Consider replacing in

sections, with priority for liability issues (retention pond), even though this option may be more expensive overall. If a loan were considered, BOD would go to the HOA for approval before making that commitment.

b Dues/Liens- see management report

7. New Business

None

8. Quorum not available for December meeting. Next meeting January 17th at 6:00 PM

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. RL to contact attorney to impose a lien on one lot that is two years in arrears.
5. RL to email homeowners to see if a work party can be gathered to remove the dead trees.
6. ST to continue to check in with Liberty for updates regarding the driver's insurance.
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. CM to contact local councilman. Ongoing
8. BOD will table the proposals for tot lot drainage due to cost. Will revisit in Spring to address
9. 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: CM motioned to adjourn the meeting, the meeting was adjourned at 7:15 p.m.