

**Chestnut Trails HOA  
Board of Directors Meeting  
1-17-13**

**Members Present:**

CG – Carol Gilbert, Secretary  
PB - Pratibha Bachal Assistant Secretary  
CM - Cindy Monson, Treasurer

**Non-members Present**

ST – Stephanie Thomas

**Absent:**

Rick Long, Chris Lyon

A quorum was present and the meeting called to order at 6:10 p.m.

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

**1. Consent Agenda**

**a. Approval of November, 2012 BOD minutes**

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

**b. Action Item Review**

1. CM to get a quote for no solicitor sign. –Sign is about \$20.00 - \$25.00. Done.
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. CG made a motion to change from newsletter format to website update and email blast to owners. Cm seconded. Motion passed unanimously.
4. RL to contact attorney to impose a lien on one lot that is two years in arrears. Lien filed, and homeowner unable to pay, BOD decided via email vote to leave lien in place.

5. RL to email homeowners to see if a work party can be gathered to remove the dead trees. Ongoing. CM will look into option of asking a business associate if they would be able to do this labor and haul away.

6. ST to continue to check in with Sentry for updates regarding the driver's insurance. Ongoing. Update: Adjuster does not answer email or phone calls, and does not have VM available anymore.

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. CM is also emailing the councilman and getting no response.

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.-Done

## **2. Budget and Finance Report**

The following statements have been internally prepared and reflect accrual accounting. Balance Sheet for 12-31-2013

The balance sheet shows the Association's financial position on the 31<sup>st</sup> December this year. The checking account cash balance is \$36410.72 plus \$10,285.53 in reserves plus \$3457.98 in receivables for a total of \$50,154.23.

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

## **3. Management Report**

A Car accident update: adjuster is not answering calls. ST will continue to pursue contacting driver's insurance company and ask for updates.

B Recent bid for coverage for fences from Brunni Colbath \$472 dollars annually. BOD to consider at next meeting when more BOD members are present.

C ST contacted lots in arrears for dues. One owner set up a payment plan and has made 3 of 4 payments. One owner paid \$250.00 but that check came back NSF, however owner contacted to work with ST for future. One owner who owed over \$1300.00 has been making steady payments and owes less than \$500.00. One owner has a recent lien filed, and has notified ST that she has no money available.

D Arborist report is received. Report will be posted on the website. Suggestion is made by arborist to remove 4 trees. BOD will consider this report and make decision

regarding removal. CM asked ST to get a bid from Seattle Tree Preservation for the possible removal.

E One homeowner had a tree fall onto his property; arborist report addresses the trees near his home.

5. ACC Report:

- a. no requests this month

**6. Ongoing Business**

a. Fence Repair issue- CM asked about possibility of looking at alternatives/barriers to improve safety for the homeowners that live along the road. ST Discussed options for having a special meeting to gain feedback regarding the disintegrating infrastructure (fence, tot lots, etc). Recommends introducing to the HOA via email blast (survey) as one option.

**7. New Business**

- a. None

VII Action Item Update. CURRENT/ONGOING ACTION ITEMS

1. CG to post arborist report to website.
2. RL will call county to ask about the responsibility of the county versus the HOA for leveling uneven sidewalk areas. Ongoing.
3. BOD will table the proposals for tot lot drainage due to cost. Will revisit in Spring to address.
4. 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. CM is also emailing the councilman and getting no response. Ongoing.
5. RL to email homeowners to see if a work party can be gathered to remove the dead trees. Ongoing. CM will look into option of asking a business associate if they would be able to do this labor and haul away.
6. ST to continue to check in with Century for updates regarding the driver's insurance. Ongoing.

**Motion to adjourn:** CG motioned to adjourn the meeting, the meeting was adjourned at 7:05 p.m