

**Chestnut Trails HOA
Board of Directors Meeting
3-26-2013**

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:

PB-Pratibha Bachal

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 February 2013 BOD minutes

The board minutes were reviewed. RL motioned to approve the minutes CM seconded all agreed; the BOD approved the February 2013 minutes unanimously.

b. Action Item Review

1. RL will do an email to community to ask for volunteers for nominating committee. Done
2. CM to begin to solicit help from neighbors and will report on status of Maltby Road safety task force for annual meeting if possible. Done. CM will proceed with mailing the letter to Bothell.
3. ST will pursue getting a bid from Premier to replace both trees taken by car accidents on Maltby Rd. Done
4. ST to send a friendly reminder to the four homes she noted on drive through to request that the bins be stored out of view. Done
5. ST to continue to check in with Sentry for updates regarding the driver's insurance. We have a settlement offer. AI is done.
6. RL plans to hold the work party to remove dead trees at tot lot this weekend weather permitting. Done.

7. BOD will table the proposals for tot lot drainage due to cost. Will revisit in Spring to address. Ongoing.
8. ST to call Snohomish County to ask for information regarding the options to repair sidewalk and options for street safety buffer as accidents continue to happen. Update: County reports that it must come and look at the sidewalk. Did not come when planned, so ST to continue following up.
9. ST will set up removal of dead trees per arborist report with Seattle Tree Preservation. Done

2. Budget and Finance Report

The following statements have been internally prepared and reflect accrual accounting. Balance Sheet for date

The balance sheet shows the Association's financial position on the 28th of February this year. The checking account cash balance is \$31199.61 plus \$10285.94 in reserves plus \$1,729.44 in receivables for a total of \$43214.99.

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

3. Management Report

- A. Trees on the road: like for like replacement is \$2300.00 each.
- B. Settlement offer received from Sentry. BOD has voted unanimously to accept the amount offered \$4178.06 (prorated from requested \$6200.00)
- C. Discussion of HOA dues in arrears.
- D. 4 letters sent to homeowners regarding trash cans that were in view.
- E. April 18th is booked for the Park Ridge Chapel for the annual meeting.
- F. Rick is reviewing the budget and will give Stephanie feedback in the next 3-5 days.
- G. Emailed Premier to please trim roadside trees to maintain health. Also, received bid for street tree replacement. RL made a motion to replace trees per bid. CM seconded. Motion passed unanimously.
- H. Back flow test performed.
- I. ST asked if the board wished to have the reserve study updated. Board unanimously agrees to wait to review with the new board members after the election upcoming.

4. Complaints:

a. Homeowner sent an email with concern regarding a cat that jumped out and was scratching or biting her and her dog. ST to email homeowner and refer to animal control.

5. ACC Report:

a. Lot 84 and Lot 69 requested roof replacement approval. ACC approved

6. Ongoing Business

a. Nominating Committee: Two community members, Al Moore and Jeff Wirrick have volunteered to perform the task of nominating committee. ST to mail a letter to community members to inquire as to their interest in serving as board members for upcoming election. Option to provide a stamped envelope with the actual ballots considered. CG made a motion to provide a stamp envelope with ballot mailing. RL seconded. Motion passed unanimously.

b. Letter to City of Bothell to be sent today approximately 15-20 signatures have been received. One HOA member who is an attorney is looking into options that he has that may help the cause of increasing road safety/home owner property and physical safety.

c. Transfer to the reserves account. RL will call bank to find out process for completing a transfer to the reserve fund. BOD unanimously agrees to transfer!0,000 to reserve fund.

7. New Business

a. Budget review. BOD reviewed current budget, discussed options.

b. Annual meeting planning-ST to mail out information (see also 6.b)

c. Discussion of Umbrella Policy for HOA properties. BID was received, and will be presented/discussed at the annual meeting.

8. Action Item Update. CURRENT/ONGOING ACTION ITEMS

1. CM will proceed with mailing the letter regarding Maltby Road safety to City of Bothell.
2. BOD will table the proposals for tot lot drainage due to cost. BOD will revisit after annual meeting to address with new BOD members. Ongoing.
3. ST to call Snohomish County to ask for information regarding the options to repair sidewalk and options for street safety buffer as accidents continue to happen. Update: County reports that it must come and look at the sidewalk. Did not come when planned, so ST to continue following up.
4. CG to post the tentative date for the annual meeting on the website.
5. RL will call bank to find out process for completing a transfer to the reserve fund.
6. RL made a motion to replace trees per bid. ST to set that in motion.
7. Annual meeting planning-ST to mail out information per schedule.

Motion to adjourn: CG made a motion to adjourn the meeting, the meeting was adjourned at 7:03 p.m.