

**Chestnut Trails HOA  
Board of Directors Meeting  
January 16, 2014**

**Members Present:**

JB – J. Bouchard, Vice President

CM – Cindy Monson, Secretary

JE - Julie Elithorp, Treasurer

**Non-members Present**

ST – Stephanie Thomas

**Absent:**

CK – Colin Kearns

A quorum was present and the meeting called to order at 6:00 p.m.

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

**1. Consent Agenda**

**a. Approval of November 21, 2013 BOD minutes**

The board minutes were reviewed. CK motioned to approve the minutes JB seconded all agreed; the BOD approved the **November 21, 2013** minutes unanimously.

**b. Action Item Review**

**2. Budget and Finance Report**

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

Balance Sheet for **November 21, 2013**. The balance sheet shows the Association's financial position on the **November 21, 2013** this year.

The checking account cash balance is \$37,393.74 plus \$20,293.16 in reserves plus \$2359.16 in receivables for a total of \$60,046.06.

JE made a motion to accept the financial report and JB seconded; passed unanimously.

**3. Management Report**

- A. Fourteen (14) trash cans out. JE to do friendly reminders.
  
- B. Two (2) homeowners delinquent.
  
- C. The BOD has authorized a final notice to be sent to one HOA member, certified mail, then recently HOA confirmed a payment plan.
  
- D. ST to notify the landscaping company about the higher water bills. We determined there wasn't an ongoing leak. It was an isolated incident (broken sprinkler head). We are seeking a water adjustment from Alderwood Water.
  
- E. ST quote for the sidewalk grinding (trip hazard). Quote was received & if it were to be repaired by CHT HOA the cost is \$600 for all the sidewalks. But the county is responsible for the repair and our request is with the county to get this repaired.

**4. Complaints:**

- a. One parking complaint.
- b. Homeowner's child has been cutting down trees in the Native Growth area to increase the daylight to their property. If there's any other destructive activity in the Native Growth area witnessed, then the police will be called.

**5. ACC Report:**

- a. none

**6. Old Business**

- a. City of Bothell letter: the BOD is following up the process. Moved on from city to county. ON-GOING
- b. Dead trees in back of LOT#1 fence, possibly the newly planted trees that were planted after the drunk driver accident, look like they are dying. The BOD is going to wait and see if they are truly dying.
- c. Dying trees at tot lot tunnel park need to be removed. JB is looking into removing them when the weather warms up.
- d. Arborist report: ST is authorized to get the arborist assessment done. All BOD have agreed.
- e. Tot lot bubble: JE hasn't received the bid. JE to escalate the request.
- f. Budget: CM made a motion to approve the 2014 revised budget by JB, JE seconded.
- g. Basketball rim needs to be replaced. JB will try to do a little repair.  
COMPLETE

**7. New Business:**

- a. JE to check into donation of small trees for the NGPA areas.
- b. Cindy to contact Colin to get status on Maltby barrier. Reminder email sent 1-16-2014.
- c. Newsletter to include, garbage cans, parking, cutting trees in the NGPA.
- d. ST will book the March date for the Annual Meeting.
- e. BOD discussed community upgrades/improvements. Ideas and suggestions were introduced.

**8. Action Item Update. CURRENT/ONGOING ACTION ITEMS**

**Motion to adjourn: CM** motioned to adjourn the meeting, JE seconded; the meeting was adjourned at 7:00 p.m.

Next meeting: February 20, 2014; 6:00 p.m.