

**Chestnut Trails HOA
Board of Directors Meeting
June 16, 2021**

Members Present:

BA – Bob Austin
JF - Julia Foster
LL - Linda LaFave

Non-members Present: AP -Amanda Pelch Brink Property Management

Absent: NA

A quorum was present and the meeting called to order at 6:13pm

0. **Review Agenda:** No Agenda provided.
1. **Consent Agenda**
 - A. **Approval of 02-03-21 minutes**
The board minutes were reviewed. The BOD approved the February 3, 2021 minutes.
2. **Budget and Finance Report:**
Budget provided, No Finance report provided. Board will discuss budget and and send approval to Brink.
3. **Management Report**
 - A. Review of AR Delinquent accounts – Amanda will contact past due accounts
4. **Complaints:**
 - A. None
5. **ACC Report:**
 - A. None

6. Old/Ongoing Business:

- A.** Start to use the existing portal, SH to send BOD members log-in information-
Per Stephanie Thomas, BOD needs to contact Vanessa to get log in info.
- B.** SH to provide UKIWA (sp) link showing No quorum needed, 0 late fees, evictions, liens
- C.** Reserve funds review needed
- D.** Different process for tree inspection and removal
- E.** Who signed for 2019 taxes?

7. New Business:

- A.** Draft email/letter to all Owners that Annual Dues are due 8-1-2021. -
Amanda
- B.** Send ACC violation letter to 3232 201st Place SE for Christmas lights still being up. – **Amanda**
- C.** Verify where Board's ACC violation requests were sent? Possibly still in Stephanie Hamilton's email? – **Amanda**
- D.** Notify landscaper to start handling 34th Ave cul-de-sac - **Amanda**
- E.** Contact Arborist to do a tree assessment. – **Amanda**
- F.** Catch basin – status of cleaning - **Amanda**

Motion to adjourn: Meeting was adjourned at 7:16pm

Next meeting: **07-28-21**