

**Chestnut Trails HOA  
Board of Directors Meeting  
August 25, 2021**

**Members Present:**

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

**Non-members Present:** AD – Anne Davidson - Brink Property Management

**Absent:** NA

A quorum was present and the meeting called to order at 6:15pm

**0. Review Agenda:** No Agenda provided.

**1. Consent Agenda**

**A. Approval of 07-28-21 minutes**

The board minutes were reviewed. The BOD approved the July 28, 2021 minutes.

**2. Budget and Finance Report:**

The following statements have been internally prepared and reflect accrual accounting. Balance Sheet for August 25, 2021. The balance sheet shows the Association's financial position on August 24, 2021.

The checking account cash balance is \$63,251.63 plus \$47,029.00 in reserves plus \$24,761.49 in receivables for a total of \$135,042.12.

**3. Management Report**

**A.** Review of AR Delinquent accounts – Friendly reminders sent to all past due accounts. Board approved putting liens against 4 homeowners, accounts 17039,14764,14798 & 14718

**4. Complaints:**

**A.** None

**5. ACC Report:**

**A.** None

**6. Old/Ongoing Business:**

- A.** SH to provide WUCIOA link showing No quorum needed, 0 late fees, evictions, liens & have added to website – **Complete**
- B.** Reserve funds review needed – **08-25-21 Board approved reserve study.**
- C.** Different process for tree inspection and removal? – **Complete**
- D.** Who signed for 2019 & 2020 taxes? - **Anne Pending**
- E.** Verify where Board's ACC & Violation requests were sent? Possibly still in Stephanie Hamilton's email? – **Anne Pending**
- F.** Notify landscaper to start handling 34<sup>th</sup> Ave cul-de-sac - **Anne Pending**
- G.** Contact Arborist to do a tree assessment. – **Complete**
- H.** Catch basin – status of cleaning – **Complete**
- I.** Brink to provide copy of reminder email for past due dues – **Anne**
- J.** Board requests Brink account manager do drive through of neighborhood each month. - **Complete**

**7. New Business:**

- A.** What are the Security Deposit Liability and Prepaid Assesments noted on the General Ledger? - **Anne**
- B.** Have Anne's email address added to our website - **Linda**

**Motion to adjourn:** Meeting was adjourned at 7:55pm

**Next meeting: 09-22-21**