

**Chestnut Trails HOA  
Board of Directors Meeting  
October 26, 2023**

**Members Present:**

BA - Bob Austin

LL - Linda LaFave

RP - Roopesh Polanganga

**Non-members Present:** NA

**Absent:**

Navigate Community Management – Sydney Calderon & SB – Shankar Balla

A quorum was present and the meeting called to order at 6:05pm

**0. Review Agenda:** Agenda approved

**1. Consent Agenda**

**A. Approval of 10/01/23 minutes**

The board minutes were reviewed. The BOD approved the Oct 1, 2023 minutes.

**2. Budget and Finance Report:**

The following statements have been internally prepared and reflects accrual accounting. The balance sheet shows the Association's financial position on September 30, 2023

The checking account cash balance is \$73,344.94 plus \$50,388.33 in reserves and accounts receivable of \$5528.69 for a total of \$129,261.96.

**3. Management Report**

**A.** Accounts Receivable reviewed.

**4. Complaints:**

**A.** None

**5. ACC Report:**

**A.** None

**6. Old/Ongoing Business:**

- A.** Need a requote on a Level 2 Reserve Study. – **Navigate looking into - Received email with study. - Complete**
- B.** Discussed Collections Attorney. Need further discussion on the threshold for the collections. – **Bob reviewing info received from Navigate**
- C.** Arborist Report coming up soon. Who do we want to do the report, Davies or Monarch? - **Navigate**
- D.** Received email request to take out dead arborvitaes in the tunnel tot lot. Quote received from Premier/Monarch for \$2428.00 + tax. Board approved. Asking Navigate to post in portal. - **Complete**
- E.** No contact on budget process since initial email. Where are we at? – **Received budget in portal. Complete**
- F.** If the board decides to waive late fees on payment of overdue dues, are they actually waived or does the HOA end up paying them? – **Navigate**
- G.** Discussed vandalism of trees in NGPA. Do we put up signs? Trail cameras? – **Board discussed having 3 more signs done. Linda to contact Navigate to get cost.**

**7. New Business:**

- A.** Bob made a motion to move \$20K from operating cash to reserves. Board approved.
- B.** Discussed Reserve Study. Bob to send email to find out who to contact with questions.
- C.** Discussed Budget. Email sent to Navigate with changes and questions.

**Motion to adjourn:** Meeting was adjourned at 7:56pm

**Next meeting:** 11/14/23