

**Cherrywood Estates Homeowners Association
PO Box 4253
West Richland, WA 99353-4253
April 11, 2017 HOA Meeting Minutes
Submitted by Dean L. Gano**

Board members and contact information

Name	Position	Zone	Address	E-mail	Phone #
Dean L. Gano	President		1327 Jubilee Street	deangano@me.com	952-0394
Jim Jarrett	Vice Pres.		1343 Jubilee Street	jj@centralindustrialsales.com	727-1518
Donna Sween	Treasurer	3	426 Royal Ann Ct.	jimndonna40@gmail.com	528-3203
Marilyn Tracy	Secretary	1	1281 Jubilee St	Mewillems@msn.com	628-9694
Brett Nelson	At-Large	-----	457 Royal Ann Ct	ba.nelson@yahoo.com	627-4431

Board Members & Others at the Meeting

- Present: Dean Gano, Marilyn Tracy, Jim Jarrett, Brett Nelson
- Absent: Donna Sween
- Quorum Present: Yes
- Others Present:
- Meeting at Gano Residence

ACC Members

Jim Sween - Chairperson
Glenn Hammond
Jay Kerl

CC&R Committee Member

- Vacant - Chairperson
- Dave Eder
- Vacant

Proceedings

Meeting called to order by Dean L. Gano; President, at approximately 6:40 p.m. Donna Sween was absent due to illness.

New Business:

The March meeting was canceled because we did not have a quorum.

Changing of the CCR's: The board discussed how to go about making changes to the CCR's and establishing rules. This is a continuing discussion from the February board meeting regarding establishing fines and fees. We also discussed adding a restriction on parking motor homes and large RV's in the side yards. Because of the controversy these issues had last summer, we decided to wait until we have the website up and running so we can have a blog type discussion on any changes to the Bylaws and CCR's. We will review the rules and regulations of other HOA's in the area and use them to provide ideas on how to proceed. Get feedback from the community and then make the changes.

Status of the Website: No action has been taken, but it was decided that we should proceed to buy a URL and use free software to develop it. Dean to take the lead on this.

Reserve Study: State law requires HOA's to hire a professional to evaluate an HOA's assets and make sure the HOA has enough reserve funds to maintain those assets. As advised by our attorney, the board voted not to perform such a study because it constitutes an unreasonable hardship upon the Association because of our limited budget and minimal assets requiring maintenance.

Christmas Lighting Awards: Approval was given to the Treasurer to send gift cards to the Christmas home light decoration winners.

Landscape Maintenance Contract: Approval was given to continue using Desert Green as our landscape maintenance contractor, but we also agreed to go out for bids every other year to make sure we are still getting the best price for the required services.

Welcome Package Status: Dean prepared and the board approved a welcome package to give to new members of our community. It is attached and will provide our new neighbors with a copy of the pertinent HOA documents and get their contact information. There are 9 new homeowners who need these and we will distribute to them soon.

Treasurer's Report

Bank balances were read and we have a healthy reserve. It was reported that two homeowners have NOT paid their 2016/2017 dues. One of them has sold their house and we will collect from the title company. The other one needs to be contacted and told to pay up or a lien will be placed on their property. Donna will contact them soon.

Action Items:

1. Dean to proceed with buying a URL and building a website for the HOA.
2. Marilyn to get an officially signed copy of the HOA bylaws so we can include it in the new welcome package.
3. All board members will hand out the new welcome packages to the 9 new HOA members who have joined our community since last summer. Marilyn to send these new member's names and addresses to other board members as agreed to in the meeting. Dean to have copies of the new package made and give to each board member for distribution.
4. Talk to new homeowner at 1311 Jubilee St. about prorated HOA dues. **Who is going to do this?**
5. Dean to call City of Richland Joe Schiessl and get status of surveying the entrance corner and deeding it to the HOA.

General Discussion

We still have a need for two more committee members on the CC&R Committee, volunteers needed. The next meeting will be held on May 14, 6:30 pm at Gano's residence, 1327 Jubilee Street.

Meeting adjourned at approximately 8:00 p.m.

Approvals

Date

Dean L. Gano	<u>Approved by email</u>	_____
Marilyn Tracy	<u>Approved by email</u>	_____
Donna Sween	<u>Approved by email</u>	_____
Jim Jarrett	<u>Approved by email</u>	_____
Brett Nelson	<u>Approved by email</u>	_____

Cherrywood Estates Homeowner's Association Welcome Package

I acknowledge receipt of the Cherrywood Estates HOA Welcome Package consisting of the following:

1. A Welcome Message
2. The Homeowners Association Bylaws
3. The Declaration of Covenants, Conditions and Restrictions and
4. The Architectural Control Committee Guidelines

I provide the following contact information to the Board of Directors such that they may effectively communicate with me regarding matters of the homeowners association:

Homeowner's Name(s): _____

Street Address: _____

Email Address: _____

Phone Number: _____

Receipt Acknowledgement: _____
Signature

Date: _____

Greetings!

Welcome to Cherrywood Estates!

Congratulations on the purchase of your new home in Cherrywood Estates!
We think you will enjoy this unique little neighborhood with well-kept lawns and houses filled with people who understand the need to protect their investment.

Because the home buying experience is often so complicated some Realtors fail to provide certain documents and effectively communicate the regulations that govern the Home Owners Association, so we have put together a little package with all the information you will need to understand the reasons why this is such a nice looking neighborhood.

It is imperative that you read these documents, especially the Architectural Control Committee Guidelines, before you make any modifications to your property. We have had a few instances where people did not know or did not read the Declaration of Covenants, Conditions and Restrictions (CC&R's) for Cherrywood Estates and found themselves in violation. By reading these documents, you will be sure to avoid such unpleasant experiences.

If you have any questions or comments regarding your new neighborhood, please do not hesitate to talk to your new neighbors or contact one of the board members.

So that we may effectively communicate with you by sending important announcements and meeting minutes, please provide contact names, email, and a phone number on the package receipt.

Sincerely,
Cherrywood Estates HOA Board of Directors:

Dean L. Gano; President: 509-396-0415; deangano@me.com
Jim Jarrett; Vice President: 509-727-1518; jj@centralindustrialsales.com
Donna Sween; Treasurer: 509-528-3203; jimndonna40@gmail.com
Marilyn Tracy; Secretary: 509-628-9694; Mewillems@msn.com
Brett Nelson; At-Large Board Member: 509-627-4431; ba.nelson@yahoo.com

The package will consist of these three documents in hard copy:

**Cherrywood Estates Homeowner's Association
Architectural Control Committee Guidelines**

**Amended and Restated Declaration of Covenants, Conditions, and Restrictions for
Cherrywood Estates Homeowner's Association**

Cherrywood Estates Homeowner's Association Bylaws