

Cherrywood Estates Homeowners Association
HOA Board Meeting Minutes, January 9, 2018
<https://cherrywoodhoa.org>
cherrywoodestateshoa@gmail.com
PO Box 4253, West Richland, WA 99353-4253

Board members

Name	Position	Year/Zone	Address	Contact
Brett Nelson	Vice Pres.	2016/3	457 Royal Ann	ba.nelson@yahoo.com
Julia Cunningham	Treasurer	2017/4	480 Cherry Blsm	julicat@charter.net
Nathan Tallent	At-Large	2017/2	409 Cherry Blsm	tallent@alumni.rice.edu

Recent Resignations

Name	Position	Year/Zone	Address	Contact
Dean L. Gano	President	2016/2	1327 Jubilee	deangano@me.com
Ray Tracy	Secretary	2017/1*	1281 Jubilee	str8arrow4967@hotmail.com

* Zone 3, but representing Zone 1

Architectural Control Committee: Glenn Hammond

Attendance

Board Members Present: Brett Nelson, Julia Cunningham, Nathan Tallent

Others Present: None

Quorum (25%): Yes

Meeting Location: Cunningham Residence

Proceedings

Meeting called to order by Brett Nelson, Vice President, at approximately 6:30 pm.

Nathan Tallent is recording minutes.

Old Business

Two board members recently resigned. Ray Tracy in November 2017; and Dean Gano (Position 2) in December 2017. We thank them for their service.

Special meeting called for two reasons. At the request of homeowners; and to elect new directors, the Board called a special meeting on January 13, 10 am at Bethel Church. A notification letter was distributed to all HOA members in mid-December.

Thanks to Melinda Haak (via Donna Sween), who helped secure a room at Bethel Church.

New Business

Special meeting, ballots.

- Ballots have been prepared. Most ballots now have been distributed in person. Brett will work on distributing rest.
- Jackie Stout has been 'nominated' as a write-in for Zone 1

Special meeting, procedures for voting

- Desirable to have a public witness for counting ballots.
- Succession: As Ray Tracy was representing zone 1, the new zone 1 director will assume his tenure, which began in 2017. The other director will assume Dean's tenure, which began in 2016.
- New board positions discussed at next board meeting. Per our bylaws (1.2, 1.7), the HOA members elect the directors, and those directors then elect officers.

Architectural Control Committee. There are two openings as Jim Sween and Jay Kerl resigned.

General Discussion

Budget

- Discuss Dayle Gilson's question about 2016 budget (Sept 1 FY)
- Currently 2017 lawn maintenance appears to be overspent \$440/\$630. Please see budget attachment to these minutes.

Transitioning HOA belongings from former Directors

- Brett has boxes of files from Dean and Ray
- Nathan has the Christmas lights (via Dean)
- Nathan has login information for website and email (via Dean)

The website has been updated

- Streamlined menus
- Streamlined contact mechanism. Board email forwarded to all board members; enables rapid response and full disclosure.

Next board meeting Feb. 13, 6:30 p.m.

Meeting adjourned at 7:30 pm.

Action Items

1. Complete ballot distribution.

Approvals

Brett Nelson	Approved by email	Jan 12, 2018
Julia Cunningham	Approved by email	Jan 12, 2018
Nathan Tallent	Approved by email	Jan 12, 2018

Cherrywood Estates HOA FISCAL 2017-2018

		Actual Expenses Through November reconciliation (12/15/17)
2017-2018 Proposed Budget versus Actuals	Proposed Budget	
Budget income is based on 66 homeowners each paying \$75 for a total income of \$4950.00		
Insurance	\$1,079.00	\$1,055.00
Attorney Fees	\$250.00	\$120.96
Ground Maintenance	\$632.10	\$439.85
Mailing & Supplies	\$231.00	\$0.00
P.O. Box Rental	\$83.60	\$0.00
Utilities Electric Bill	\$365.48	\$106.60
Annual HOA Meeting and / or picnic	\$300.00	\$122.54
Unexpected Expeditures		\$0.00
Christmas Light Contest	\$110.00	\$0.00
Website Annual Renewal	\$108.90	\$0.00
Total Expenses	\$3,160.08	\$1,844.95
Total Income from HOA Fees	\$4,950.00	\$4,950.00
Over Budget / Under Budget [Under budget is postive, over is negative]	\$1,789.92	\$3,105.05
Cash Value of accounts (as of 8/31/17)	\$16,921.40	

INCOME AND EXPENSE STATEMENT CHERRYWOOD ESTATES HOA, FISCAL 2017-2018

Accounts at HAPO Credit Union

Date	Check No	Payee	Category	Debit	Credit	Balance
			Balance Forward			\$147.20
9/5/17			Deposit - Nelson, Ross, Sween, Gano, Bache		\$375.00	\$522.20
9/9/17			Deposit - Hudson, Hammond, Ullman, Norell, Taylor, McDow, Haak, Hanson, Koehler, Docter, Teal, Paradise, Kaas, Belov, Bagley		\$1,125.00	\$1,647.20
9/9/17			Deposit - Gardner, Kretschmar, Borton, Taylor, Sanders		\$375.00	\$2,022.20
9/18/17	1347	State Farm	Insurance	\$1,055.00		\$967.20
9/18/17	1348	Desert Green	Ground Maintenance	\$169.29		\$797.91
9/19/17	1349	Yokes	Annual Meeting	\$27.54		\$770.37
9/19/17			Deposit - Grimmer, Swinth, Byun, Rohrig, Tallent, Fan, Contreras, Pollard, Ledbetter, Jones, Zinter, Tracy, Holmes, Stevenson, Conrad, Phillips, Cato		\$1,275.00	\$2,045.37
9/19/17			Deposit - Mendoza, Churchman, Kerl, Cunningham, Prince, Eder		\$450.00	\$2,495.37
9/20/17	1350	Donna Sween	Annual Meeting	\$11.62		\$2,483.75
9/21/17	Auto	City of Richland	Utilities	\$30.34		\$2,453.41
10/10/17			Deposit - Cryan, Blaine, Bisping, Staat, Lyssyakevich, Togai, Meininger, Stout, Pettit, Gilson		\$750.00	\$3,203.41
10/20/17	Auto	City of Richland	Utilities	\$29.33		\$3,174.08
10/23/17			Deposit - Love		\$75.00	\$3,249.08
10/23/17			Deposit - McElroy		\$75.00	\$3,324.08
10/24/17			Deposit - Demissie, Izzo, Fuller		\$225.00	\$3,549.08
11/9/17			Deposit - Heiman, Vasquez		\$150.00	\$3,699.08
11/9/17	1402	Walker Heye Meehan & Eisenger, LLC	Attorney	\$120.96		\$3,578.12
11/15/17	1404	Desert Green	Ground Maintenance	\$125.85		\$3,452.27
11/20/17	Auto	City of Richland	Utilities	\$24.79		\$3,427.48

11/22/17		Deposit - Jarrett	\$75.00	\$3,502.48
11/22/17		Deposit Correction	\$75.00	\$3,427.48
12/4/17	1405 Desert Green	Ground Maintenance	\$144.71	\$3,282.77
12/20/17	Auto City of Richland	Utilities	\$22.14	\$3,260.63
1/2/18		Deposit - Jarrett	\$75.00	\$3,335.63

Rec
12/15/17