

Cherrywood Estates Homeowners Association  
HOA Annual Meeting Minutes, *September 22*, 2018  
Web: cherrywoodhoa.org  
Email: cherrywoodestateshoa@gmail.com  
PO Box 4253, West Richland, WA 99353-4253

## Board members

<b>Name</b>	<b>Position</b>	<b>Year/Zone*</b>	<b>Address</b>	<b>Contact</b>
Brett Nelson	President	2016/3	457 Royal Ann	ba.nelson@yahoo.com
Jill Kerl	Vice Pres.	2017/1	440 Cherry Blsm	jaynjill@gmail.com
Julia Cunningham	Treasurer	2017/4	480 Cherry Blsm	julicat@charter.net
Nathan Tallent	Secretary	2017/2	409 Cherry Blsm	tallent@alumni.rice.edu
Mark Pettit	At-Large	2016/all(4)	1251 Jubilee	marknkymmers@frontier.com

\*Term year & zone represented. ('Term year' is the same as 'election year' except for special elections.)

*Architectural Control Committee:* Glenn Hammond, Jhivaun Freeman-Pollard (liaison: Jill Kerl)

*CC&R Committee:* Dave Eder, Dayle Gilson (liaison: Mark Pettit)

*Welcoming Committee:* Michelle Blaine (liaison: Brett Nelson)

## Attendance

*Board Members Present:* Brett Nelson, Julia Cunningham, Nathan Tallent, Mark Pettit

*Others Present:* There were 37 ballots received for the scheduled business. There were 18 home-representatives present; see attached attendance sheet.

*Quorum (25%):* Yes

*Meeting Location:* Badger Mountain Park

## Proceedings Convened

Meeting called to order by Brett Nelson at 1:10 pm.

Nathan Tallent is recording minutes.

## Scheduled Business

*Introduce new neighbors*

- Roy and Teresa Miller
- Terry and Galina Renton

*Introduce board and committee members.* Brett Nelson introduced the board and committee members. The board members explained their activities.

*Board positions.* Brett Nelson explained the board positions open for election.

*Budget presentation.* Julia Cunningham explained the proposed budget for 2018-19. Most of the changes are minor and have been made to ensure there are explicit categories for as many charges as possible.

*Pettit petition.* Brett Nelson explained the petition process and the specific petition on the ballot.

*Election results*

- Carroll Phillips served as a witness and counter. Mr. Phillips and Julia Cunningham separately counted

ballots and then compared counts. An opportunity was presented to challenge the results; there was no challenge.

- Zone 3: Andrew Bagley: 8; Marjorie Gardner: 5
- Zone 4: Mark Pettit: 4; David Rohrig: 6
- At Large: Michelle Blaine: 4; Glenn Hammond: 22; Heather Ross: 7
- Budget: For: 28; Against: 8
- Pettit Petition: For: 10; Against: 25

## Old Business

*None.*

## New Business

*Request for reimbursement of legal fees.* Mark Pettit announced a request for reimbursement of his attorneys' fees in the amount of \$1,200. He explained he would present specifics/details at a later meeting.

## General Discussion

*Discussion of ways to move forward as an HOA community.* Brett Nelson led a discussion to solicit ideas for moving forward as a community. Several suggestions were made (see following list). No specific actions were voted on.

- Annual catered meal and social time?
- Neighborhood-wide snow plowing?
- Beautification of entryway wall and a second Cherrywood "logo"?
- Options to ease left turn from Lambert onto Keene?
- How to respond to development to north?

*Meeting adjourned* at 2:20 pm.

## Approvals

Brett Nelson	Approved by email*	Sept. 30, 2018
Jill Kerl	Absent	
Julia Cunningham	Approved by email*	Sept. 28, 2018
Nathan Tallent	Approved by email*	Sept. 26, 2018
Mark Pettit	No response	

\*Voted to approve electronically due to board changes.

## Attachments

- Attendance sheet
- Annual meeting notice and ballot
- Budget

## Attendance Sheet

Zone	Address	Name
1	414 Cherry Blossom Loop	Swinth, Ken and Joan
1	419 Cherry Blossom Loop	Gilson, Dayle
1	422 Cherry Blossom Loop	Haak, Melinda
1	440 Cherry Blossom Loop	Kerl, Jay
1	446 Cherry Blossom Loop	Prince, Russell and Trudy
1	453 Cherry Blossom Loop	Eder, David
2	1310 Jubilee St.	Renton, Terry and Koroleva, Galina
2	1335 Jubilee St.	Kretzschmar, Rita and Stuart
2	409 Cherry Blossom Loop	Tallent, Nathan and Emily
3	1269 Jubilee St.	Fan Rui and Min Xiaoxia
3	1274 Jubilee St.	Jones, Jeremy and Jhonna
3	1291 Jubilee St.	Blaine, Michelle
3	463 Royal Ann Ct.	Bagley, J. Andrew
4	1250 Jubilee St.	Miller, Roy and Teresa
4	1251 Jubilee St.	Pettit, Mark
4	470 Cherry Blossom Loop	Rohrig, Dave
4	476 Cherry Blossom Loop	Phillips, Carroll
4	480 Cherry Blossom Loop	Cunningham, Julia

**Cherrywood Estates HOA**  
P.O. Box 4253, West Richland WA 99353  
cherrywoodhoa.org • cherrywoodestateshoa@gmail.com

September 7, 2018

Dear Cherrywood Estates Homeowner,

Summer at Cherrywood Estates means it will soon be time for our annual meeting! It also means we will be voting on new board directors and the next proposed budget. Finally, it brings the next cycle for annual dues, as our fiscal year runs from September 1, 2018 to August 31, 2019.

**Annual Meeting.** This year's meeting will be held at Badger Mountain Park, Shelter 2 (near basketball court and light brown shed) on Saturday, September 22, 1 pm. Light refreshments will be served. Please bring a chair as seating is limited. (An August meeting proved impossible due to everyone's travel and vacation schedules.)

**Ballot for Board Directors.** This year there are three open positions for the board, those held by Brett Nelson, Mark Pettit and Julia Cunningham. Two of the positions are for mailbox zones (similar to counties or districts); please only vote if you are in that zone (see map). One position is for the whole HOA. One of the positions is a half-term due to a resignation. Each position's ballot includes a write-in to account for late nominees. However, we have been able to include several late breaking nominations.

**Ballot for Budget.** Please vote on the proposed budget for 2018-19. The changes with respect to last year include minor adjustments to reflect actual costs and expected inflation.

**Annual Dues.** Dues remain at \$75. Please see the enclosed payment form. Please bring your payment check to the annual meeting or mail to the address above. (Dues will be considered delinquent after September 30, 2018.)

**Petition from Mark Pettit.** Mr. Pettit submitted a petition for removal of Brett Nelson, Jill Kerl, Nathan Tallent and Julia Cunningham from the board. See ballot for details.

Thank you,

Brett Nelson, President  
Cherrywood Estates HOA

**2018/19 Ballot for Board Directors**  
**Cherrywood Estates HOA**

**Mailbox Zone 3** (Zone 3 homeowners vote): Full two-year term

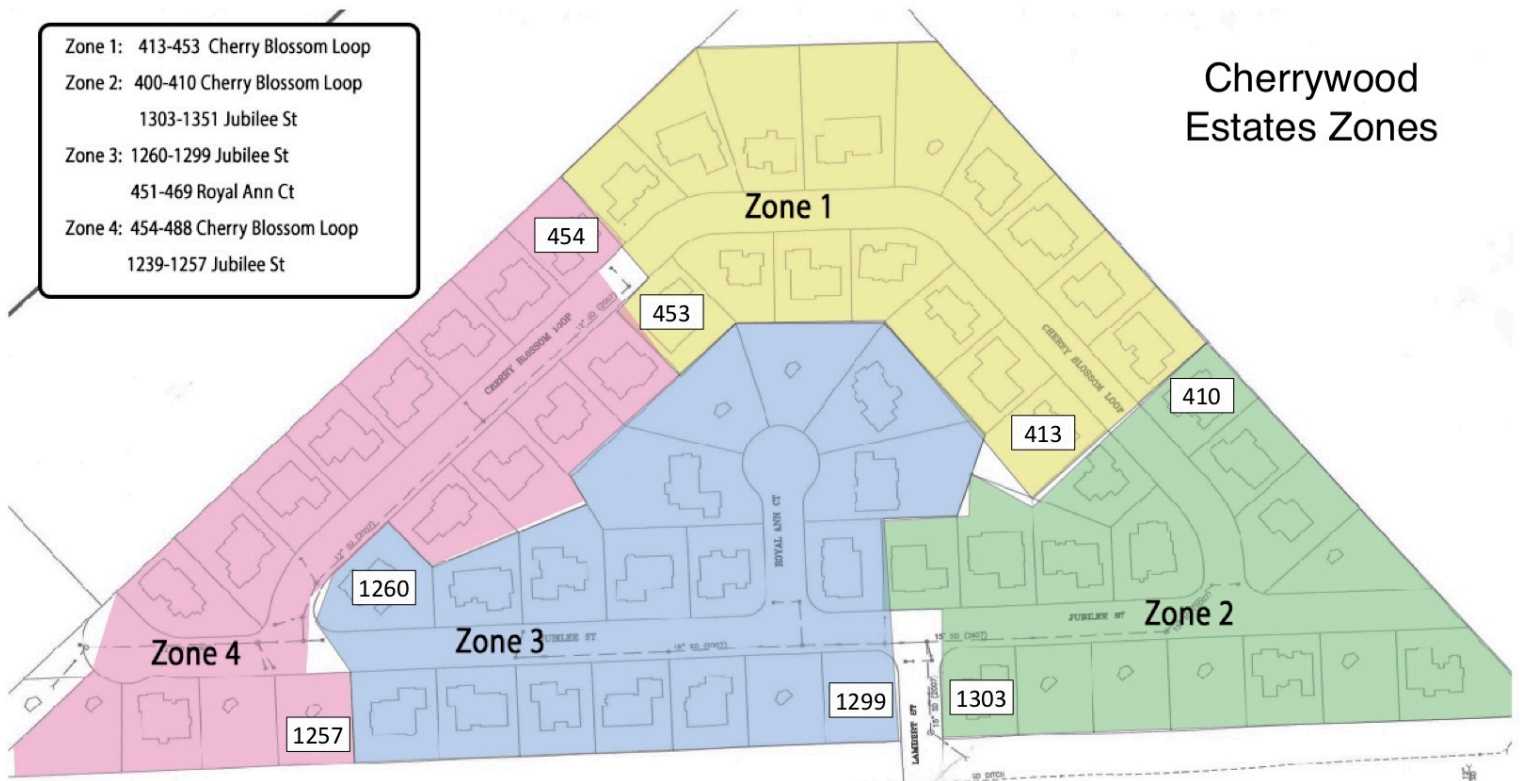
- \_\_\_ Bagley, Andrew  
\_\_\_ Gardner, Marjorie  
\_\_\_ \_\_\_\_\_ (Write In)

**Mailbox Zone 4** (Zone 4 homeowners vote): *One*-year term (due to resignation)

- \_\_\_ Pettit, Mark  
\_\_\_ Rohrig, David  
\_\_\_ \_\_\_\_\_ (Write In)

**At-Large** (All homeowners vote): Full two-year term

- \_\_\_ Blaine, Michelle  
\_\_\_ Hammond, Glenn  
\_\_\_ Ross, Heather  
\_\_\_ \_\_\_\_\_ (Write In)



**2018/19 Ballot for Budget**  
Cherrywood Estates HOA

**Budget** (All homeowners vote): I/We approve the proposed budget.

\_\_\_ For

\_\_\_ Against

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**Petition from Mark Pettit**

The following petition has been signed by at least 10% of homeowners:

**Petition:** (All homeowners vote):

“Remov[e] Nathan Tallent / Brett Nelson / Jill Kerl / Julia Cunningham from the CWE HOA Board of Directors. ~~Due to the Removal of the Secretary, President Vice President Treasurer Mark Pettit will perform the duties of the Secretary.~~”

Note: The ~~strikeout~~ shows emendations from the original. The second sentence is invalid for the following reasons: (a) As Mr. Pettit is a candidate for election, he cannot hold a position until elected to the board. (b) Board members elect positions. The emendation avoids having to recollect the petition.

\_\_\_ For

\_\_\_ Against

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\_\_\_\_\_  
Homeowner Printed Name

\_\_\_\_\_  
Homeowner Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address (to determine zone)

Please return your completed ballot in one of the following ways: (a) email a photo/scan to [cherrywoodestateshoa@gmail.com](mailto:cherrywoodestateshoa@gmail.com); (b) mail to PO Box 4253, West Richland WA 99353; (c) give to Brett Nelson, Board President, 457 Royal Ann Court; or (d) bring to the Annual Meeting.

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**DUES INVOICE**

This is your invoice for dues payment for the year 2018-19. Dues remain at \$75 per year (no change). Please enclose/attach this invoice with your payment.

**Dues assessment (no change): \$75.00**

**Due by September 30, 2018**

Please remit by check, payable to Cherrywood Estates HOA.

Please mail your check to the Cherrywood Estates Homeowners Association (address above) or bring to the Annual Meeting. Please use your cancelled check as your receipt.

Thank you.

In an effort to ensure our records are up-to-date, please include your name, current e-mail address and telephone number(s) below and include this form with the return of your dues.

Name \_\_\_\_\_

E-Mail \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

# Cherrywood Estates HOA FISCAL 2018-2019

2018-2019 Proposed Budget versus Actuals	Proposed 2018-2019 BUDGET	2017-18 Actual Expenses [Thru 8/27/18]	2017-2018 BUDGET
Budget income is based on 66 homeowners each paying \$75 for a total income of \$4950.00			
Insurance	\$1,100.00	\$1,055.00	\$1,079.00
Attorney Fees	\$250.00	\$120.96	\$250.00
Ground Maintenance	\$900.00	\$809.11	\$632.10
Mailing & Supplies	\$230.00	\$68.22	\$231.00
P.O. Box Rental	\$85.00	\$82.00	\$83.60
Utilities Electric Bill	\$370.00	\$351.82	\$365.48
Annual HOA Meeting and / or picnic	\$300.00	\$226.54	\$300.00
Unexpected Expenditures		\$106.54	
Christmas Light Contest	\$0.00	\$0.00	\$110.00
Website Annual Renewal	\$55.00	\$48.00	\$108.90
Operating Expenses	\$100.00		NEW
Welcome Committee	\$100.00		New
Total Expenses	\$3,490.00	\$2,868.19	\$3,160.08
Total Income from HOA Fees	\$4,950.00	\$4,950.00	\$4,950.00
Over Budget / Under Budget [Under budget is positive, over is negative]	\$1,460.00	\$2,081.81	
Cash Value of accounts (as of 8/31/17)			\$16,921.40
Cash Value of accounts as of 7/31/18)			19467.95