

Cherrywood Estates Homeowners Association
HOA Annual Meeting Meeting Minutes, *September 7*, 2019
Web: cherrywoodhoa.org
Email: cherrywoodestateshoa@gmail.com
PO Box 4253, West Richland, WA 99353-4253

Board members

Name	Position	Year/Zone*	Address	Contact
Andrew Bagley	President	2018/3	463 Royal Ann	drandrew@bagleydental.com
Glenn Hammond	Vice Pres.	2018/all(1)	413 Cherry Blsm	glenn.hammond@charter.net
Nathan Tallent	Secretary	2017/2	409 Cherry Blsm	tallent@alumni.rice.edu
David Rohrig	Treasurer	2017/4	470 Cherry Blsm	dkrohrig@gmail.com
Jill Kerl	At Large	2017/1	440 Cherry Blsm	jaynjill@gmail.com

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

Architectural Control Committee: Dayle Gilson and Brett Nelson (liaison: Glenn Hammond)

Welcoming Committee: Michelle Blaine (liaison: Andrew Bagley)

Attendance

Board Members Present: Andrew Bagley, Glenn Hammond, Nathan Tallent (first half).

Others Present: There were 31 ballots received for the scheduled business (31 and 24 ballots for the budget and board, respectively; recall that only three zones voted for the board). There were 14 home-representatives present; see attached attendance sheet.

Quorum (25%): Yes

Meeting Location: Badger Mountain Park

Proceedings Convened

Meeting called to order by Andrew Bagley at 9:05 am.

Nathan Tallent and Glenn Hammond are recording minutes.

Scheduled Business

Introduce new neighbors. Two neighbors introduced themselves.

Introduce board and committee members. Andrew Bagley introduced the board members and explained their activities.

Board positions. Andrew Bagley explained the board positions open for election.

Budget presentation. Andrew Bagley explained the proposed budget for 2019-20. Most of the changes are minor and have been made to ensure there are explicit categories for as many charges as possible. The most significant change is that dues have been reduced to the "break-even" point.

Election results

- Nominate a non-board witness: Trudy Prince agreed to help count.
- Mrs. Prince and Glenn Hammond separately counted ballots and then compared results. An opportunity was presented to challenge the results; there was no challenge.

- Zone 1: Heidi Stenner: 9; Write-in: 0
- Zone 2: Rich Lewis: 5; Write in: 0
- Zone 4: David Rohrig: 8; Write in: 0; No vote: 2
- Budget: For: 31; Against: 0

Old Business

None.

New Business

None.

General Discussion

Year in review. Andrew Bagley summarized the board activities from this past year. More details can be found in the respective minutes.

- *Entryway lights* were updated.
- *HOA non-profit registration* was updated/maintained.
- *IRS Tax forms* were filed (and there was \$0 tax liability).
- *CC&Rs* were registered with the county.
- *Snow Removal.* Thanks to everyone for helping, especially Rich Lewis.
- *Entryway maintenance.* Entryway maintenance was resumed, but we found a plugged sprinkler line, resulting in an underwatered tree. Hopefully, it will recover.
- *HOA Yard Sale.* Thanks to Dave Eder for all his work!
- *Sinkhole* in Jubilee was repaired.
- *ACC* approved several projects.

HOA dues. Would HOA members rather have the fee adjusted or hold the fee at existing values in the future?

Annual Meeting Time. The annual meeting has typically been held in September instead of August, as specified by the Bylaws. Most agreed that September works better than August. There was a proposal to investigate changing the Bylaws to (a) shift the fiscal year to end in September (rather than August) and (b) have a September meeting.

Community dinner/BBQ. Should we have an HOA-wide annual dinner/BBQ? One person felt there has not been as much comradery in recent years. However, no one spoke out in favor of a dinner/BBQ.

Common area maintenance.

- There was a suggestion that some trees/shrubs could be replaced, as they are getting large.
- Another person suggested additional trimming and pruning.
- Should our maintenance contract also include the two easement paths that connect Cherrywood to the Keene trail and the power line easement (e.g., weeds)?

Meeting adjourned at 9:45 am.

Approvals

Andrew Bagley	Approved by email*	September 19, 2019
Glenn Hammond	Approved by email*	September 24, 2019
Nathan Tallent	Approved by email*	September 19, 2019
David Rohrig	Approved by email*	September 19, 2019
Jill Kerl	(Resigned on May 8.)	

*Voted to approve electronically due to board changes.

Attachments

- Attendance sheet
- Annual meeting notice and ballot
- Budget

Annual Meeting Attendance

Zone	Address	Name
1	413 Cherry Blossom Loop	Hammond, Glenn and Kristin
1	429 Cherry Blossom Loop	DeMissie, Yonas
1	436 Cherry Blossom Loop	Stenner, Heidi
1	440 Cherry Blossom Loop	Suminski, Gerald and Bonnie
1	446 Cherry Blossom Loop	Prince, Russ and Trudy
1	453 Cherry Blossom Loop	Eder, Dave and Katherine
2	1311 Jubilee St.	Contreras, Jose and Aurelia
2	1343 Jubilee St.	Jarrett, Jim and Marlene
2	409 Cherry Blossom Loop	Tallent, Nathan and Emily
3	457 Royal Ann Ct.	Nelson, Brett and Peggy
3	462 Royal Ann Ct.	Sween, Jim and Donna
3	463 Royal Ann Ct.	Bagley, Andrew and Rebecca
4	457 Cherry Blossom Loop	Heiman, Bud and Jeanne
4	480 Cherry Blossom Loop	Kuga, Larry and Cunningham, Julia

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August 19, 2019

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, 2019 to August 31, 2020.

Annual Meeting. This year's meeting will be held at Badger Mountain Park, Shelter #2 (northeast of the playground and waterpark, near the basketball court and light brown shed) on Saturday, September 7 at 9 am. Light refreshments will be served. Please bring a chair as seating is limited.

Ballot for Board Directors. This year there are three open positions for the board, those for Zones 1, 2 and 4. (See attached zone map.) As zones are similar to districts, only residents for those zones will be voting; and residents vote only for the nominees in their zone. All positions are for a full term of two years. Each position's ballot includes a write-in to account for late nominees.

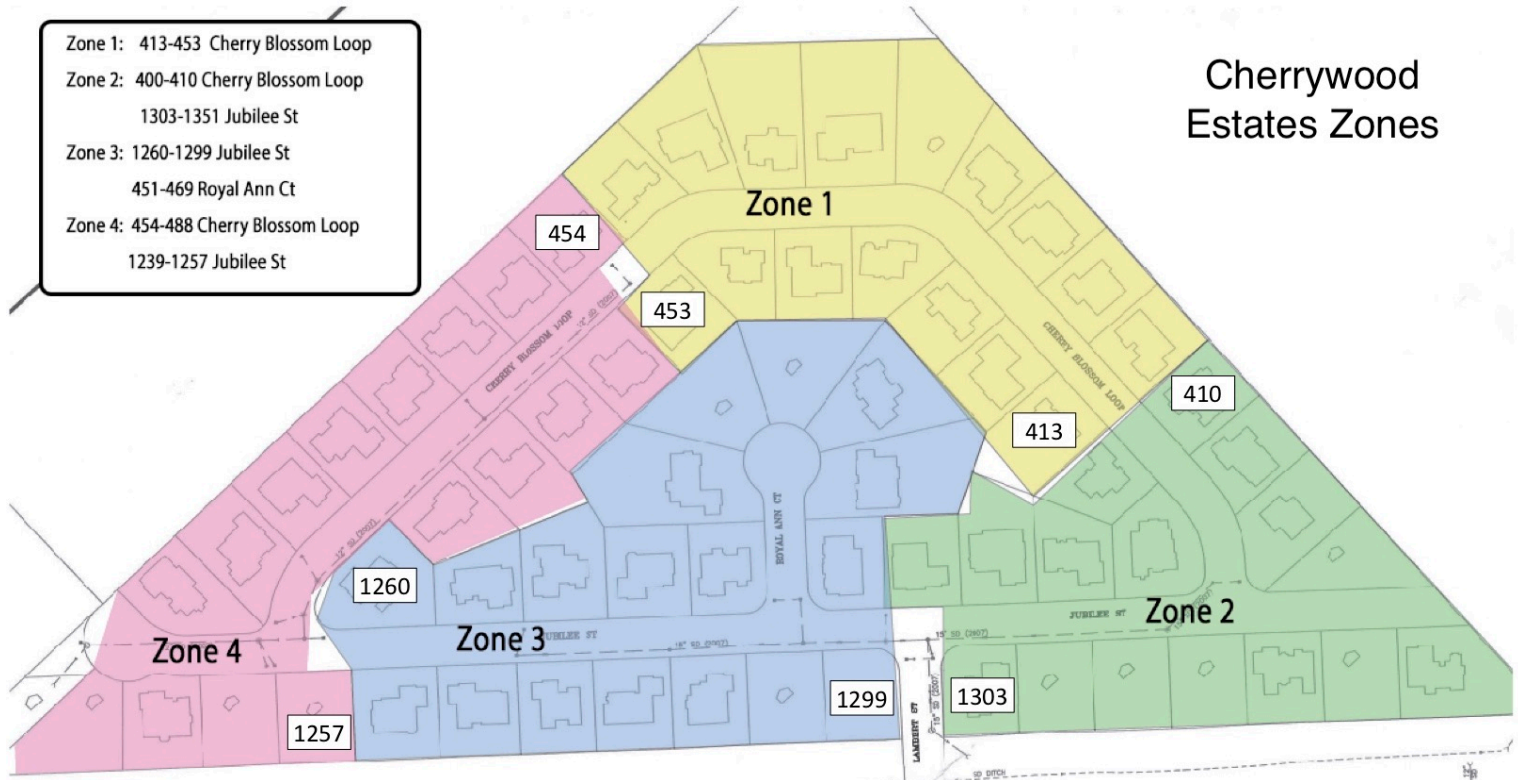
Ballot for Budget. Please vote on the proposed budget for 2019-20. The changes with respect to last year include minor adjustments to reflect actual costs and expected inflation.

Annual Dues. Dues have been reduced to \$60. Please see the enclosed payment form. Please bring your payment check to the annual meeting, deliver to a board member, or mail to the address above. (Dues will be considered delinquent after September 30, 2019.)

Thank you,

Andrew Bagley, Glenn Hammond, Nathan Tallent, David Rohrig

Cherrywood Estates Zones



Cherrywood Estates HOA FISCAL 2019-2020

	Proposed 2019-2020 BUDGET	2018-19 Actual Expenses [Thru 8/12/19]	2018-2019 BUDGET
2019-2020 Proposed Budget versus Actuals			
Budget income is based on 66 homeowners each paying \$60 for a total income of \$3960.00			
Insurance	\$1,100.00	\$1,058.00	\$1,100.00
Attorney Fees	\$250.00	\$0.00	\$250.00
Ground Maintenance	\$900.00	\$753.00	\$900.00
Mailing & Supplies	\$230.00	\$55.00	\$230.00
P.O. Box Rental	\$95.00	\$92.00	\$95.00
Utilities Electric Bill	\$370.00	\$344.47	\$370.00
Annual HOA Meeting and / or picnic	\$300.00	\$158.00	\$300.00
Unexpected Expenditures			
Website Annual Renewal	\$70.00	\$66.00	\$108.90
Operating Expenses	\$100.00		\$100.00
Welcome Committee	\$200.00	\$90.00	\$200.00
Registration Fees	\$150.00	\$138.90	NEW
Total Expenses	\$3,765.00	\$2,755.37	\$3,353.90
Total Income from HOA Fees	\$3,960.00	\$4,950.00	\$4,950.00
Over Budget / Under Budget [Under budget is positive, over is negative]	\$195.00	\$2,194.63	
Cash Value of accounts (as of 7/31/18)			19467.95
Cash Value of accounts as of 8/12/19)			20487.68

Cherrywood Estates Ballot, 2019/20 - Board Directors

Mailbox Zone 1 (Zone 1 homeowners vote): Full two-year term

____ Heidi Stenner

____ (Write In)

Mailbox Zone 2 (Zone 2 homeowners vote): Full two-year term

____ Rich Lewis

____ (Write In)

Mailbox Zone 4 (Zone 4 homeowners vote): Full two-year term

____ David Rohrig

____ (Write In)

Cherrywood Estates Ballot, 2019/20 - Budget

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

____ For

____ Against

Homeowner Printed Name

Homeowner Signature

Address (to determine zone)

Date

Please return your completed ballot in one of the following ways: (a) bring to the Annual Meeting; (b) email a photo/scan to cherrywoodestateshoa@gmail.com; (b) mail to PO Box 4253, West Richland WA 99353; (d) give to a board member (463 Royal Ann, 413 CBL, 409 CBL, 470 CBL).

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Dues Invoice

Dues for the 2019-20 fiscal year are **\$60.00**. They are due by ***September 30, 2019***.

Please remit by check, payable to Cherrywood Estates HOA.

Please submit your payment in one of the following ways: (a) bring to the Annual Meeting; (b) mail to the address above; (c) give to a board member (463 Royal Ann, 413 CBL, 409 CBL, 470 CBL).

To help track payments, please attach this invoice with your payment. Your cancelled check will be your receipt.

In an effort to ensure our records are up-to-date, please include any updates to your email or telephone. Thank you!

Name _____

Address _____

E-Mail _____

Telephone _____