

Pinehurst at Waldenwood Homeowners Association  
Minutes of the Board of Directors Meeting  
3/5/2012

**Time and Place**

---

The Directors of the Pinehurst at Waldenwood Homeowners Association met on Monday, March 5, 2012. The Meeting was held at Chris Winks home at 11205 50<sup>th</sup> Drive Southeast.

Association President Chris Winks called the meeting to order at 7:04pm

**Present**

---

The following Directors were present at the meeting:

Chris Winks	President
Ben Bourland	Vice President
Dirk Capps	Treasurer
Chuck Christensen	Secretary
Afsheen Khamooshi	Member

Keri Metz represented the management company, EMB Management.

**Approval of Minutes**

---

Minutes were approved with one correction adding Jill Wiedemann as the EMB representative and removing Kerry Cole from the minutes.

**Financial Statements**

---

The board reviewed the balance sheet and income statement for the month ending January 31, 2012. There was discussion of the bad debt. It was recommended that we track 2012 dues delinquencies separate from past years debt to help with tracking collections activities.

Keri will create a spreadsheet to track the delinquent payments by home owner with notes so the board can more closely track the collection progress.

Keri will reach out to Condo Law Group to find out the status of the accounts that are in collection.

**Open Items**

---

The board will change the information form sent to new homeowners to be more appropriate to home owners as opposed to the current form that is more appropriate for condos or rental properties. Ben will create a set of questions for the board to discuss and implement at the next association board meeting in April.

A new version of the welcome letter has been created. The online credit card payment option has been removed from the new version of the letter. The board felt that the fees and process associated with the online payment system EMB currently provides is subpar and has elected to remove that option from the list of EMB services we employ.

Ben will finish the notes from the annual meetings and get them reviewed by the board however these 2012 Annual Minutes will not be approved until next year's annual meeting of the homeowners.

In regards to Greenway being severely behind in planting the trees and big rocks on 44<sup>th</sup>, Keri will look for the original bid from Greenway. Once the board has the bid, Chris, Hal, and Dirk will walk through the plan onsite with Greenway.

### **Open Items from the Annual Meeting**

1. Property on second 115th street SE... Externally the house looks okay right now but as the growing season starts the property will be monitored and the current registered owner will be contact if required. New ACC form needs to be updated on the website-- Ben will follow up with the ACC to get the new form and make sure it is posted.
2. Hole in the basketball court-- Keri will ask Greenway or EMB maintenance to give the board a bid
3. Parking on the streets - The board will make a note on the website regarding our parking rules. The board is evaluating the option of changing to LED bulbs for the lights that illuminate our Pinehurst sign and arbor at the entrance to the community. Chuck Christensen will follow up on possible options.
4. There was an attempted break in to a home in the community. The homeowner was able to scare off the intruders and call 911. Cleaning of Mailboxes - Keri will call the USPS to check on who owns the maintenance and care of our mailboxes throughout the community.

### **New Business**

---

Garage Sales -Chris will follow up with nice volunteer who helped out last year to see if they can help again with the following.

- Putting the large banner sign up the Sunday before our Saturday garage sale
- Post ads in the Everett Harold, Northwest Classifieds and Craig's List
- Put out the new A-Frame sign at the entrance on the day of the Garage Sale.

Homeowner Outreach – There was some discussion about driving homeowners to the website and collecting email addresses as a more efficient way to communicate to the community. The ideas discussed included:

1. Send an email asking those homeowners who have already registered to reach out to their neighbors and encourage others to register on the website.
2. Board members walking around on garage sale day handing out cards with the website address asking homeowners to register.

### **Next Meeting**

---

The next meeting will be on April 2, 2012 at 7:00 p.m. at the home of Chuck Christensen

### **Adjournment**

---

There being no further business to come before the Board, the meeting was adjourned at 8:13

Submitted By:	Checked By:
Chuck Christensen	