

Pinehurst at Waldenwood Homeowners Association
Minutes of the Board of Directors Meeting
November 19, 2008

Time and Place

The Directors of the Pinehurst at Waldenwood Homeowners Association met on Wednesday, November 19, 2008. The Meeting was held at Chris Wink's home at 11205 50th Dr SE, Everett, Washington.

Association President Mark Prentice called the meeting to order at 6:37 PM.

Present

The following Directors were present at the meeting: Mark Prentice, Paul Downey and Doug Stewart. Ben Bourland, Chris Winks and Kerry Cole represented the management company, EMB Management.

Mark Prentice acted as chairperson for the meeting.

Approve Meeting Minutes

After a motion duly made and seconded, the minutes of the October 15th, 2008 Board of Directors meeting were approved as submitted, motioned by Mr. Stewart, seconded by Mr. Bourland.

The meeting minutes from the September 17th meeting will be approved through email following the November 19th, 2008 meeting. A copy of the meeting minutes were not available to approve at the meeting.

Financial Statements

Mr. Stewart asked what the "Foundation Sweep" account is in the Assets section of the balance sheet and Mrs. Cole explained that it is a transition account (interest bearing) that is used to hold most of the cash for bill paying. Mrs. Cole will check with accounting on what the process is for moving money from the Foundation Sweep account into the Reserve Account.

9 homeowners have still not paid their dues for 2008. Outstanding member delinquencies including CC&R compliance fines, late fees, and collection charges total \$12,214.

It was discussed that even though some delinquent homeowners are in collections the attorney fees are not always accounted for in the following month financial statements as the process for moving delinquent members to collections takes some time. Mr. Downey will continue to monitor to make sure these fees are accounted for.

Reserve Account – Mrs. Cole is going to take an action to get bids from several reserve study companies. The board discussed getting a professional reserve study completed so that the association is informed on the management and funding of the reserve items throughout the community.

A homeowner has requested a waiver of late fee and attorney fees for CC&R violations due to the post office returning all correspondence to the homeowner. It is the responsibility of every homeowner to make sure the association has a viable accurate physical mail address for correspondence. The board will follow up with the homeowner requesting the waiver.

BUDGET RATIFICATION MEETING

Mr. Prentice has an unforeseen job travel that will prevent him from attending and facilitating the meeting. Mr. Downey will facilitate the meeting in Mr. Prentice's absence. A proposed agenda will be circulated through the board to keep the meeting on track and as short as possible.

Committee Update

SOCIAL COMMITTEE

No update – The Social committee is currently not staffed with enough volunteers to continue. If you are interested in volunteering, please send an email to social@pinehurst-hoa.org.

Ben Bourland recommended that the association purchase LED Christmas lights for the front of the community this year.

LANDSCAPE COMMITTEE

No update – Leadership is needed on the landscaping committee. If you are interested in helping please send an email to bod@pinehurst-hoa.org.

ACC UPDATE

Only one homeowner submitted an ACC request for an exposed aggregate path and patio that was approved.

The board will send a follow-up warning letter to the homeowner that had submitted an ACC request for paint trim that was denied. The homeowner went ahead with the painting and is now in violation of CC&Rs.

The board reviewed warning and fine notifications sent since the last meeting.

Other Business

UPPER COMMON AREA (AREA BEHIND LOTS 10, 11, AND 12)

Rough mowing will continue throughout the summer months. Mrs. Cole will follow up with the landscape company to make sure this rough mowing continues.

The board would like to work with the adjoining homeowners to discuss the future functional use of this area.

ACCOUNT MANAGEMENT CHANGES AT EMB

EMB has requested that Brenda Jacobs be removed from the bod@pinehurst-hoa.org email distribution list since Mrs. Cole has taken over the management responsibilities of our association.

Next Meeting

The Board set the date of their next scheduled meeting as January 21st, 2009 at 6:30pm at the home of Paul Downey.

Please contact Kerry Cole at EMB Management if you are interested in attending: Office (425) 452-7330 or email: kcole@embmanagement.com

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 8:08PM.

Submitted By: Ben Bourland
Board Secretary

Checked By: Mark Prentice
Board President