

**EAGLEWOOD ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**January 8, 2018-Joy Lutheran Church**

**Meeting called to order:** by Association President Wally Thomas at 6:30PM

**Present:**

Board members: Wally Thomas, Tony Roles, Rob Gingery, Tyler Harder and Thad Livingston  
Operations Manager Mark McAllister and Administrative Assistant Kaye Carleton  
Patrick Hammond Roy Briley Property Managers  
Twelve homeowners were in attendance

**Previous Meeting Minutes:** December 11, 2017, Board of Directors' Meeting minutes were approved.

**Reports of Officers:**

**President:** Wally Thomas

- 2017 Budget to Actuals were presented
- 2018 Approved Operating Budget was presented
  - There was a question why there are budgeted amounts for collections and assessments
    - This is done under the advisement of the Associations CPA to reflect all income and expenses to reflect transparency
- Policy for invoicing for damage to Eaglewood property
  - Homeowners are financially responsible for any damage they cause to Eaglewood property
    - Discussion: Currently damage is noted by the Operation's Manager, cost to repair is determined. Homeowner is invoiced for repairs.
      - Whenever possible repairs are performed by the association to keep costs down
      - Some homeowners who received invoices for damage to swales are contesting the charges and/or wanting to perform the repairs themselves
      - Homeowners cannot perform work on Eaglewood property
  - If the Board played a bigger role in the invoicing process the decision to invoice could be based on the majority of five
    - Discussion: There would possibly be less contesting from individuals if they knew a majority of the Board confirmed the charges were legitimate. Eliminating operations from the process.
  - Motion: Board will review proposed assessments before invoices are sent to homeowners.
  - Discussion: Board needs to work to approve an invoicing policy. Response time needs to be quick. Repairs in some instances will need to be handled immediately. Not dependent on payment.
  - Vote: Unanimous
- Swale Modification to N Montague Loop/Balandra Circle
  - Homeowners present have been waiting for a response from the Board concerning the flooding which occurred on their property in the spring of 2017
  - Discussion: It was determined that the swale is working as intended and is not an infrastructure issue. The project is not on the list of capital improvements for 2018. Winter road maintenance could be better monitored by the contractor. Should the Board choose to build up the berm the homeowners and their neighbors would be responsible at their own expense, for the removal and replacement of fences on their properties.
  - The homeowners were invited to the February Executive meeting to further discuss the flooding situation on their property.

**Design Committee:** Rob Gingery

- The Committee did not hold a meeting in December. Members met to review second notices.
- The inspector has been noting antlers attached to homes in the inspections
  - Discussion: Past determination was they could be used in landscaping. Some homeowners find them unsightly especially as they discolor. There needs to be a balance between accommodating an Alaskan lifestyle and the styles of others. Currently they are being mounted on homes. There are homes with more than one set of antlers on display.



**EAGLEWOOD ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**January 8, 2018-Joy Lutheran Church**

- The committee is looking at creating a rule to establish guidelines
- All exterior changes are supposed to be brought to the Design Committee for review
  - ARTICLE V The Private Areas
  - V.I General Provisions
    - All building(s) and/or improvement(s) on any private area shall be constructed and maintained by the owner or resident in accordance with the applicable PC&Rs set forth herein and the Rules and Regulations. No building, structure, alteration, addition or improvement of any character other than interior alterations, not affecting the external appearance of a building or structure, shall be constructed upon any portion of a private area unless and until a plan of such construction shall have been approved by the Design Committee or Developer in writing and inspected by the Design Committee or Developer and no construction shall be commenced and no private area shall be graded or excavated except in accord with such approved plan or a modification thereof, similarly approved and inspected by the Design Committee or Developer.
      - Homeowners buy into the association when they purchase
  - The policy in place is the Design Committee is tasked with enforcing the rules
  - Homeowners are treated fairly and afforded the opportunity to be heard
- Fall paint/stain inspection of houses and fences was performed and notices were mailed out
  - Early notification affords adequate time for planning
  - Fences were inspected from the trails also
    - Treating all properties equally
  - Fences not treated, graying and decaying need to be addressed in order to maintain the esthetics of the neighborhood
    - If there are concerns with the scope of work or timelines and communication exists accommodations can be agreed upon
- Notices of violation
  - There was concerns of the clarity of the notices being sent to homeowners
    - Some feel they are nasty and offensive
      - The letters have been revised several times
      - The fact that they are delivering bad news, and read expecting that, makes it hard to change that attitude

**Judicial Council:** Tyler Harder

- Eight appeals were reviewed by the Judicial Council
  - All eight were granted, six having conditions which must be met by the homeowners
  - The appeal process allows the homeowners to have things looked at from their stand point

**Treasurer:** Tony Roles

- Financial Report was given
  - Accounts Receivable are continuing to decline
  - The collection policy is showing its effectiveness in getting accounts current
  - Less homeowner accounts are being sent to collections

**Secretary:** Thad Livingston

- Previous meeting minutes approved
- Thanked Mark and Kaye for help on the 2018 1<sup>st</sup> quarter newsletter

**Operations/Admin:** Mark McAllister

- Collections
  - There are still a few accounts with a high balance
  - Some properties are going in to foreclosure or being sold
  - Payment plans have been set up with homeowners that have contacted the Eaglewood Office
- Winter Road Maintenance
  - The roads are looking good
  - Hired a grader outside of the contract as the conditions warranted



**EAGLEWOOD ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**January 8, 2018-Joy Lutheran Church**

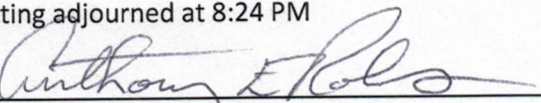
- Was able to widen the road also
- Works best when people haven't plowed snow in to the streets

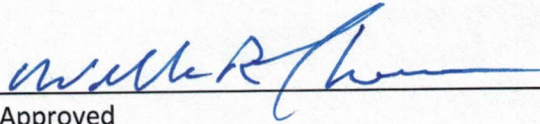
**Unfinished Business:**

- Matrix for insurance-tabled
- Affidavit for compensation from Bonanza Realty to file in small claims court for \$10,000-tabled

**New Business:**

Meeting adjourned at 8:24 PM

  
\_\_\_\_\_  
Thad Livingston, Secretary  
Signature/Date 2-19-2018

  
\_\_\_\_\_  
Approved  
Signature/Date 2-19-2018



**EAGLEWOOD ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**February 19, 2018-Eaglewood Work Center**

**Meeting called to order:** by Association President Wally Thomas at 6:29PM

**Present:**

Board members: Wally Thomas, Tony Roles, Rob Gingery and Tyler Harder

Excused absence Thad Livingston

Operations Manager Mark McAllister and Administrative Assistant Kaye Carleton

**Previous Meeting Minutes:** January 8, 2018, Board of Directors' Meeting minutes were approved.

**Reports of Officers:**

**President:** Wally Thomas

- 2017 Financial Audit
  - Letter of engagement-The Hahn Company, LLC
    - Cathleen Hahn, CMA, CPA has been performing the financial audit and tax preparation for Eaglewood Association, Inc. for several years. The quote for services is \$7500 for the audit and \$1500 for tax return preparation.
    - Motion: Approve The Hahn Company to perform the 2017 Audit and Tax Preparation
    - Vote: Unanimous
- Capital Budget
  - The 2018 Capital Budget Projects have been identified by the Long Range Planning Committee
    - Capital projects identified in 2018-2024, 7 year plan; was presented
      - Budget reflects cash on hand on 12/31/2017 and budgeted contribution to reserves for 2018 per approved operating budget. It uses bid costs +10% contingency for 2018 projects. It then assumes \$316,000 contributions to reserves each year 2019-2024, minimum per the 2013 dues increase.
    - Discussion: There may be an adjusted amount on the Lighting Upgrades as the current bid contains additional work on a section of trail the LRPC did not approve for 2018. The N Montague swale/ditch improvement has been added to the capital projects.  
The swale would be widened to eliminate the head pressure from building up.
  - Motion: Adopt the 2018 Capital Project Budget including the 10% contingency.
  - Vote: Unanimous

**Design Committee:** Rob Gingery

- Homeowner refusing to comply with notice of violation for House Needs Paint-(trim around windows does not match)
  - Discussion: Rob has had several conversations with the homeowner. The homeowner claimed he will not pay any fines until a judge orders him to do so. The process will continue in the spring. The Board is aware of the hostility and supports the process.
- Reported on the January 29, 2018 Design Committee Meeting
  - Two homeowners had made appointments to attend the meeting
    - First appointment- was for an ornamental fence which is not approved
      - Homeowner was asked to submit an application. If approved the fence would have to remain in good condition and not become unsightly. The purpose or intent would need to be clear.
    - Second appointment- homeowner had attached moose antlers to their home with out approval
      - It is the feeling of the committee to allow it as long as it does not become unsightly.
      - Discussion: There was concern of large items being attached to the exterior of homes. Items would need to be easily removed should complaints be issued



**EAGLEWOOD ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**February 19, 2018-Eaglewood Work Center**

- Rule G is being reviewed with a possible change for Board consideration
- The Board requests a count of the notices of violation be supplied after each inspection

**Judicial Council:** Tyler Harder

- Currently one appeal is pending
  - Curious why there is a rise in appeals
  - Discussion: There is also a rise in the amount of assessments. The current inspector is properly interpreting the PC&R's and noting violations with a degree of consistency that was not previously being attained. Is there a rise due to thoroughness or increase in violations? The inspector captures violations without being subjective. Would the committee be the better party to process the pictures from the inspections? Adhering to an appropriate timeline would be challenging. A balance needs to be maintained while following the intent of the mission statement. The atmosphere of the neighborhood is affected by this.

**Treasurer:** Tony Roles

- Financial Report was given
- Eaglewood Community Facebook account
  - The intent of the page was to generate an opportunity for Eaglewood Residence to communicate with one another
  - There have been attacks on the Board and the staff
  - There have been accusations that comments were deleted
  - Discussion: Currently there is one homeowner who is serving as the admin. This is a big task for someone who may not know all the facts. Another homeowner has expressed interest in being part of the communication team. Possibly she would be able to assist in stopping the polluting of the population through positive reinforcement. It is the feeling of the Treasurer that the account be removed. Fellow board members do not support that response.

**Secretary:** Thad Livingston

- Excused absence

**Operations/Admin:** Mark McAllister

- Collections
  - There are a few accounts with a high balance
    - Notification of foreclosure has been received on some of the properties
    - The money paid for lawyer fees maybe not be recovered
    - All efforts are made to work with homeowners to get balances paid off, sometimes we are unable to contact homeowners as current contact information is not available
- Property Damage
  - A Cluster Mailbox Unit on Babroff Drive was damaged and knocked down by a vehicle that fish tailed
    - A homeowner supplied the license plate information and the driver was contacted
    - Insurance information was obtained and a claim has been filed
    - The unit was replaced
- Bids are being sought for Summer and Winter Maintenance

**Unfinished Business:**

- Policy for invoicing for damage to Eaglewood Property
  - Rob presented some guidelines which Tyler would like to review for approval via email or at the March 19, 2018 Board meeting
- Matrix for insurance



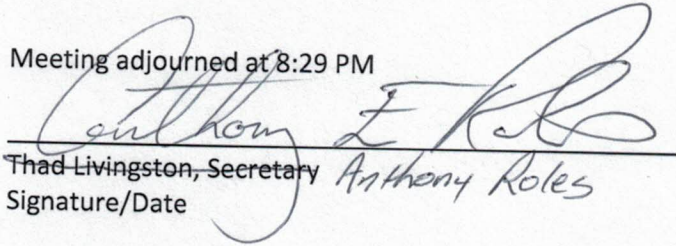
EAGLEWOOD ASSOCIATION, INC  
BOARD OF DIRECTORS MEETING MINUTES  
February 19, 2018-Eaglewood Work Center

- Mark presented the requested Matrix from Patrick at Briley Property Managers
- Affidavit for compensation from Bonanza Realty to file in small claims court for \$10,000-tabled

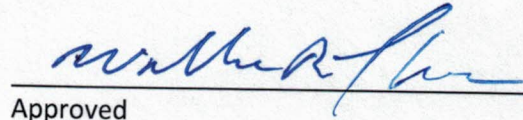
**New Business:** None

Meeting adjourned at 8:29 PM

Thad Livingston, Secretary  
Signature/Date

  
Anthony Roles

Approved  
Signature/Date

 3-19-18



**EAGLEWOOD ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**March 19, 2018-Joy Lutheran Church**

**Meeting called to order:** by Association President Wally Thomas at 6:35 PM

**Present:**

Board members: Wally Thomas, Tony Roles, Rob Gingery and Tyler Harder

Excused Absence: Thad Livingston

Operations Manager Mark McAllister and Administrative Assistant Kaye Carleton  
Patrick Hammond, Beazit Redzeji, and Erin Oliver Roy Briley Property Managers  
Fourteen homeowners were in attendance

**Previous Meeting Minutes:** February 19, 2018, Board of Directors' Meeting minutes were approved.

**Reports of Officers:**

**President:** Wally Thomas

- Introduced members present and the new comptroller and assistant from Roy Briley Property Managers

**Design Committee:** Rob Gingery

- Reported on the March 5, 2018 Design Committee Meeting
- Motion: Propose John Teamer to serve on the Design Committee
  - Discussion: He has attended two meetings, read the PC&R's and Design Committee Rules, participated in the conversations and is in good standing with the association.
  - Vote: Unanimous
- Rob resigned from his position on the Board as he has accepted another job. He has served on both the Design Committee and Board of Directors for over seven years. His service and level headedness will be missed.

**Judicial Council:** Tyler Harder

- Two appeals were reviewed by the Judicial Council
  - One was denied and one was granted.
  - Letters will be sent to the homeowners

**Treasurer:** Tony Roles

- Financial Report was given

**Secretary:** Thad Livingston

- Excused Absence

**Operations/Admin:** Mark McAllister

- Collections
  - Met with Cornerstone to discuss collection options for stagnant accounts, will have a report for the Board next month
  - Some properties are going in to foreclosure or being sold
  - Payment plans have been set up with homeowners that have contacted the Eaglewood Office
- Winter Road Maintenance
  - There have been concerns about the service
    - Homeowners have verbalized their concerns to Wintergreen
    - Wintergreen is not handling the complaints professionally
    - Discussion: Homeowners questioned how circles and secondaries are handled. Mark assured those present that he is trying to work through concerns with the contractor and is fully aware of the conditions. Due to recent snowfalls followed by warm temperatures the road conditions quickly worsened. Hired a grader and hand crew outside of the contract as the conditions warranted. Requested Wintergreen have a loader, support for the grader and supply a continuous plow. The neighborhood was cleaned up within two days. Will evaluate services at the end of the season and entertain new bid proposals.



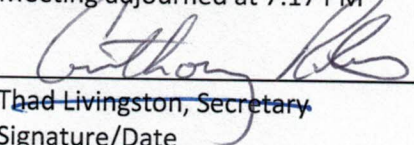
**EAGLEWOOD ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**March 19, 2018-Joy Lutheran Church**

**Unfinished Business:**

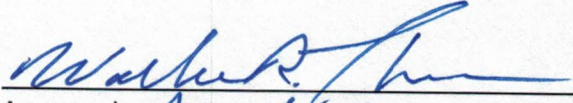
- Affidavit for compensation from Bonanza Realty to file in small claims court for \$10,000-tabled
- Policy and procedure for Assessment for damage to common areas-policy presented
  - Motion: Adopt policy and procedures as presented.
  - Discussion: The Board has the authority under the PC&R's and state law to collect the cost for repairs to Eaglewood property damaged by residents. Homeowners are not authorized to work on Eaglewood property. Any appeals would be brought to the Board for review.
  - Vote: Unanimous
- Appoint a member to the Board to replace Rob Gingery-Defer to Executive Session

**New Business:**

Meeting adjourned at 7:17 PM

  
Thad Livingston, Secretary  
Signature/Date

*Tony Roles, Treasurer*

  
Approved *President*  
Signature/Date

*4-9-2018*



**EAGLEWOOD ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**April 9, 2018-Eaglewood Work Center**

**Meeting called to order:** by Association President Wally Thomas at 6:27PM

**Present:**

Board members: Wally Thomas, Tony Roles, Tyler Harder and Jay Gentile

Excused absence- Thad Livingston

Operations Manager Mark McAllister and Administrative Assistant Kaye Carleton

**Previous Meeting Minutes:** March 19, 2018, Board of Directors' Meeting minutes were approved.  
March 19, 2018, Board of Directors' Executive Session minutes were approved.

**Reports of Officers:**

**President:** Wally Thomas

- Restructure of Board
  - Rob Gingery resigned from the Eaglewood Board at the March 19<sup>th</sup> board meeting, Jay Gentile was appointed to serve the remainder of Rob's term
  - Tony would be interested in serving as VP for Design. He has been a member of the committee in the past and attended the last meeting as a board member.
    - Motion: Nominate Tony Roles to the position of VP for Design
    - Discussion: Tony will be able to keep his schedule open to provide continuity to the committee.
    - Vote: Unanimous
    - Motion: Nominate Jay Gentile to the position of Treasurer
    - Discussion: The treasurer position also serves as chair for the Long Range Planning Committee.
    - Vote: Unanimous
- Deena Bradley-Communications
  - Deena is interested in assisting with the communications in the neighborhood
  - Help with the newsletter content would be appreciated
  - The Eaglewood Community Facebook page is not run by the board of directors
    - Dave Snider serves as an administrator, would be good to have another person
      - Deena recommended a note section to refer people to for the frequently asked questions
  - Communicating changes to rules prior to sending violation notices, could prevent anger
  - A Welcome Committee may be a nice way to inform people of the rules
    - Having a Design Committee member as part of the team would be helpful
  - Motion: Nominate Deena to the Communication Committee
  - Vote: Unanimous
- Sheri Buretta-Received an assessment for improperly parked vehicle; parked off driveway
  - The homeowner did not pay the assessment and received late fees
  - Had a driveway extension installed
  - Feels the operations manager should have authority to remove fines
    - The Board does not feel one person should have that kind of power, control is needed due to the sheer amount of homeowners
  - The process was reviewed; the process enforcement is fair and equitable to all homeowners
  - There is a 14 day limit to appeal an assessment
  - The Board does have the ability to remove late fees; removal of assessments is handled through the Judicial process
  - Motion: Waive late fees, allow homeowner 14 days to appeal assessment
  - Discussion: Appreciate the opportunity to resolve this matter. Understands Board authority.
- 2018-Annual Meeting
  - Meeting announcement and proxies will be sent out by Roy Briley Property Managers



**EAGLEWOOD ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**April 9, 2018-Eaglewood Work Center**

- Mark has invited Cory Stantorf from Fish & Game and Cliff Cook from Eagle River Community Patrol to the meeting
  - Board will meet on April 23<sup>rd</sup> at 6:30 to review slide show for the meeting

**Design Committee:** Tony Roles

- Reported on the March 26, 2018 Design Committee Meeting
  - Thad ran the meeting
  - Jason Rose attended meeting as a possible candidate for the committee
  - The committee reviewed the dead vehicle rule

**Judicial Council:** Tyler Harder

- No pending appeals

**Treasurer:** Tony Roles

- Financial Report was given
- Treasurer responsibilities were reviewed for Jay's benefit
  - When financials are received from Briley confirm the bank reconciliation was performed
  - Review Edward Jones statements
  - Review and approve invoices when received provided Mark has approved them first

**Secretary:** Thad Livingston

- Excused absence

**Operations/Admin:** Mark McAllister

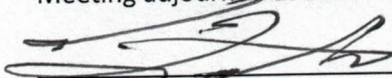
- Collections
  - Accounts in collection reviewed
- Dates for the dumpster and chopping days are TBA; when confirmed a flyer will be delivered to all residences in Eaglewood
- Spring raking crew applications are available at the office
  - Work is expected to begin the 1<sup>st</sup> week of May
- Briley will be switching there property management software to Yardi
- Winter Road Maintenance
  - There have been more complaints from homeowners then previous years
  - The majority of complaints are about the drivers
  - The Board is in favor of accepting bids for both summer and winter maintenance
- There is a large hole in Neva Circle, working with AWWU to get it repaired

**Unfinished Business:**

- Affidavit for compensation from Bonanza Realty to file in small claims court for \$10,000
  - It will likely be hard to show mistakes were made to cause Eaglewood a loss of revenue
  - The audit was performed to assure homeowner accounts were accurate

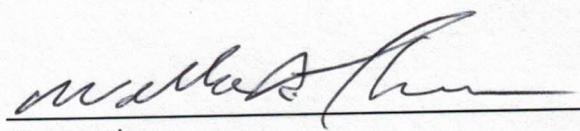
**New Business:** None

Meeting adjourned at 8:29 PM



Thad Livingston, Secretary  
Signature/Date

7-Jul-18



Approved  
Signature/Date

7-9-2018



**EAGLEWOOD ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**July 9, 2018-Joy Lutheran Church**

**Meeting called to order:** by Association President Wally Thomas at 6:30PM

**Present:**

Board members: Wally Thomas, Tony Roles, Tyler Harder, Thad Livingston and Jay Gentile  
Operations Manager Mark McAllister and Administrative Assistant Kaye Carleton  
Patrick Hammond and Beazit Redzepi-Roy Briley Association Management  
Ten homeowners were in attendance

**Previous Meeting Minutes:** April 9, 2018 Board of Directors' Meeting minutes were approved.

**Reports of Officers:**

**President:** Wally Thomas

- Roy Briley Association Management
  - Patrick Hammond announced that Roy Briley will be switching software effective August 31<sup>st</sup>. Homeowners will have access to their accounts through a new portal. This change was noted on the third quarter statement and an additional notice will be delivered to all homeowners via USPS and email.

**Design Committee:** Tony Roles

- Tony proposed Jason Rose for membership on the Design Committee; he has attended the required two meetings and is in good standing with the association.
  - Motion : Accept Jason Rose as a design committee member
  - Vote : Unanimous
- The second notices for the Fall 2017 Paint and Stain Inspection were sent out in June. The committee has been busy reviewing the applications.

**Judicial Council:** Tyler Harder

- Nothing at this time.

**Treasurer:** Jay Gentile

- Financial Report was given
- Capital Projects have not been completed or paid for

**Secretary:** Thad Livingston

- Apologized for not getting a newsletter prepared for the third quarter statements.
- A newsletter could be sent out with the Yardi notification.

**Operations/Admin:** Mark McAllister

- Collections
  - Collection totals are higher due to some accounts that are growing
    - Some properties will likely go into foreclosure
    - All communication efforts have been exhausted
- Capital Projects
  - Work timeline is not being followed as agreed upon
  - A site meeting with the contractors is scheduled for the 11<sup>th</sup>
- Summer Landscape Crew
  - The crew is edging all asphalt edges in the neighborhood
- Summer Mowing
  - The contractor is aware of the areas that have been scalped and has made necessary corrective actions
  - Will follow up to make sure they are not mowing areas that homeowners are responsible for

**Unfinished Business:** None

**New Business:**

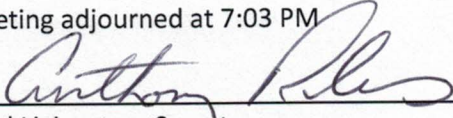
- Possible change of office location
  - The landlord has been approached with concerns and is considering the possibility of allowing the lease to be terminated

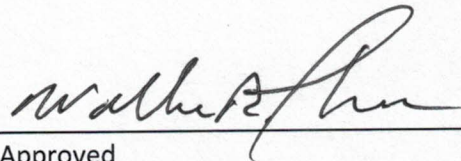


**EAGLEWOOD ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**July 9, 2018-Joy Lutheran Church**

- Homeowner present was concerned about the amount of trees being cut down
  - There are trees which have been marked with paint by the contractor; this does not mean they have been approved for removal
- Question of drones flying in the neighborhood
  - FAA regulations apply

Meeting adjourned at 7:03 PM

 8/13/18  
Thad Livingston, Secretary  
Signature/Date

 8/13/18  
Approved  
Signature/Date



**EAGLEWOOD ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**August 13, 2018-Eaglewood Work Center**

**Meeting called to order:** by Association President Wally Thomas at 6:47PM

**Present:**

Board members: Wally Thomas, Tony Roles, Tyler Harder and Jay Gentile  
Operations Manager Mark McAllister and Administrative Assistant Kaye Carleton  
Beazit Redzepi-Roy Briley Association Management  
Excused Absence-Thad Livingston

**Previous Meeting Minutes:** July 9, 2018 Board of Directors' Meeting minutes were approved.

**Reports of Officers:**

**President:** Wally Thomas

- Resale Certificate Inspection
  - Discussion: Currently the Operations Manager performs the inspection. Recently a Board Member was contacted by the selling agent due to the volume of exceptions noted. It was determined the exceptions were valid. The process could include another person, such as a board member to avoid allegations against the Operations Manager. Tabled
- Roy Briley Association Management
  - Beazit advised the transition to Yardi would be pushed back to October 1<sup>st</sup>.
  - Patrick will continue with Briley, working remote
- Letter from homeowner
  - Dave Snider the admin for the Eaglewood Community Facebook Group sent a letter to the Eaglewood Executive Board and Eaglewood HOA employees requesting a copy of documents, lists, and/or instructions given to the companies whom perform inspections of Eaglewood.
  - It is the feeling of the board members that it would be best to meet with Dave in an executive session at the September 10, 2018 board meeting.

**Design Committee:** Tony Roles

- Two rule changes were presented
  - Holiday Lighting/Decorations
    - Discussion: Is it necessary to have more rules, do rules increase aesthetics? Applying rules through subjectivity of the Design Committee allows for balance through a majority vote. Discussion will continue at the next board meeting when all members are present. Tabled
  - Solid Waste Storage – Garbage Cans, Trash, Recycle Bins
    - Discussion: The existing rule for the storage of solid waste is not the same as the Municipality of Anchorage. Adherence to municipal code will simplify understanding; municipal rules already trump association rules. This may help with the bear issues, and not involve the association should a finable violation through the municipality exist. This will allow for the rule to reflect any future changes in municipal waste management codes.
    - Motion: Approve amendment as written.
    - Vote: Unanimous
- Driveway Inspection
  - Many driveways are in need of repair; these are being noted in inspections.
  - As some will require replacement Mark performed the inspection as he is comfortable with determining the extent of damage.
  - The results were: 154 need to be repaired  
104 need to be replaced
  - Discussion: The aesthetics of a property are affected by the appearance of a driveway which is failing, weeds and grass start to grow up through cracks. Timeline suggestions were one year for repairs and two years or before point of sale for replacements. Tabled



**EAGLEWOOD ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**August 13, 2018-Eaglewood Work Center**

**Vice President for Judicial:** Tyler Harder

- Appeals
  - The council has recently made three unanimous determinations on three appeals
  - The written results will be sent to the office for distribution

**Treasurer:** Jay Gentile

- Financial report was given

**Secretary:** Thad Livingston

- Nothing provided for discussion-excused absence

**Operations/Admin:** Mark McAllister

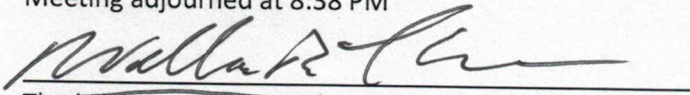
- Collections
  - Collection totals are higher due to some accounts that are growing
    - Homeowners are not responding to the many notices and legal actions
- Capital Projects
  - Updated on projects
  - Not happy with the delays on behalf of the contractors
- Worker's Comp Insurance
  - Quote has been received
- Six Month Budget to Actual was reviewed
  - The trend is positive all expenses are in line with the budgeted amount
- Squire Circle Parking
  - Presented a proposed plan to mitigate the swale and drainage damage which is caused by parents dropping off and picking up students at the trail leading to Alpenglow Elementary.
    - Asphalt would be laid to widen the circle
    - Funds are available as the Babroff Sidewalk project was not done due to the scope of work being larger than first identified
    - Motion: Approve the quote of \$14,003 to improve Squire Circle
    - Vote: Unanimous


**Unfinished Business:**

- New office space approval
  - Board discussion has been ongoing via email
  - The property manager has been notified of the intent to break the lease
  - Two months rent has been offered in good faith
  - A new location has been secured
    - Rent is less and has been locked in for four years
    - Past leases all had a yearly increase worked in

**New Business: None**

Meeting adjourned at 8:38 PM

  
Thad Livingston, Secretary  
Signature/Date 9-10-2018

  
Approved  
Signature/Date  
9-10-2018



**EAGLEWOOD ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**September 10, 2018-Joy Lutheran Church**

**Roll call of officers:**

**Present:**

Board members: Wally Thomas, Tyler Harder and Jay Gentile (arrived at 6:55)

Operations Manager Mark McAllister and Administrative Assistant Kaye Carleton

Excused Absence-Tony Roles

Absent-Thad Livingston

Twelve homeowners were in attendance

**Meeting called to order:** by Association President Wally Thomas at 6:40, a quorum of officers was not present. President opened the floor for discussion.

**Discussion:**

Roy Briley Property Managers will not be changing software as previously announced. There will be no changes to payment options; no previous arrangements will be affected.

Homeowner present was concerned because she had not received a response on an appeal. Tyler had the response ready, took responsibility for the delay.

There was discussion on the structure of the organization pertaining to amending the PC&R's or bylaws. The association's PC&R's are governed by Alaska Statutes Title 34-Property Chapter 34.08 Common Interest Ownership. The Design Committee has authority to develop or change rules; these are then presented to the board for promulgation.

At 7:11 the meeting was gaveled in.

**Previous Meeting Minutes:** August 9, 2018 Board of Directors' Meeting minutes were approved.

**Reports of Officers:**

**President:** Wally Thomas

**Design Committee:** Tony Roles-absent

- The Committee has looked at creating a rule for the display of decorative (holiday lights). Many homeowners would like clarification of dates when permissible. There are board members who prefer not to add additional rules. It was suggested a survey could be sent to homeowners. Some lights on tall trees are professionally strung, this could add an additional expense if required to remove them yearly. Loosening rules in an aging neighborhood is not beneficial.

**Judicial Council:** Tyler Harder

- Determinations on three appeals were shared. Two were overturned and one was partially overturned.

**Treasurer:** Jay Gentile

- Financial Report was given
- Capital Projects are nearing completion. Total costs for the projects will not exceed the Board approved budget.

**Secretary:** Thad Livingston

- Not Present

**Operations/Admin:** Mark McAllister

- Capital Projects
  - Shared his frustration with the work timeline. Original intent was for the major projects to be completed in six weeks. Communication of timeline requirements will be tightened up next year.
  - Bids will be sought for next year's projects.



**EAGLEWOOD ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**September 10, 2018-Joy Lutheran Church**

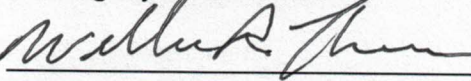
- Damage to Electrical Wires by Contractor
  - Breaks caused by work done by utility contractors have been identified and repaired
    - Contractor has been contacted and billed for repairs
- Additional Electrical Work
  - Another contractor was hired to troubleshoot and repair the street lights out on the F string
    - Some of the repairs are temporary
    - Wiring is not in conduit and is disintegrating
    - Proposal for a permanent repair will be made to the Long Range Planning Committee
- Summer Landscape Crew
  - The crew is small, more work could have been accomplished with additional staff
    - Edging continues
    - Signs have been replaced
- Winter Maintenance
  - A new contractor will be selected

**Unfinished Business:**

- Letter from Dave Snider Eaglewood Community Facebook Group Admin
  - Wally has not completed his response
    - The same items supplied to the inspector will be shared
      - Route Map
      - Spreadsheet with addresses in order of inspection route
      - Design Committee Rules
      - PC&R's
    - The inspector is part of the contract with Briley no additional compensation is given
- Resale Inspection Process
  - Current process will continue due to time sensitivity
- New Office Location
  - Office will be relocating due to safety and lack of cooperation from the property management company and the landlord(owner) of the apartment above the office
- Holiday Lighting/Decoration Rule-tabled
- Driveway Inspection-tabled

**New Business:**

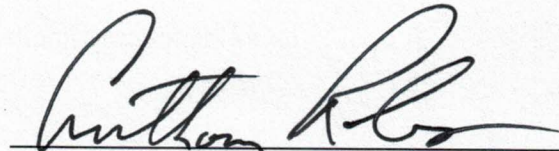
Meeting adjourned at 8:10 PM

 10-15-2018

Thad Livingston, Secretary

Signature/Date

Wallace R. Thomas,  
President



Approved

Signature/Date

Anthony E Roles  
VP Design



**EAGLEWOOD ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**October 15, 2018-Eaglewood Work Center**

**Meeting called to order:** by Association President Wally Thomas at 6:46PM

**Present:**

Board members: Wally Thomas, Tony Roles, Tyler Harder and Jay Gentile  
Operations Manager Mark McAllister and Administrative Assistant Kaye Carleton  
Absent-Thad Livingston

**Previous Meeting Minutes:** September 10, 2018 Board of Directors' Meeting minutes were approved.

**Reports of Officers:**

**President:** Wally Thomas

- Board Secretary Thad Livingston informed via phone he is resigning from his position
- Response to Dave Snider the admin for the Eaglewood Community Facebook Group
  - Response is not yet completed
  - Not obligated to the timeline of his demand
  - Will supply the same materials which are provided to the inspector
  - Will remind him of the social media policy which Dave developed and the Board adopted

**Design Committee:** Tony Roles

- Holiday Lighting/Decorations
  - Discussion: Homeowners often request information on the dates when holiday lighting is allowed. Establishing definitive dates would eliminate confusion. Consideration for homes that use professional services on large trees would be reviewed for exemptions. Tony will bring it back to the committee for review of the suggested changes.
- Fall House and fence Inspections
  - Two Design Committee members have volunteered to inspect fences
  - Tony and Wally will do the house inspections
    - Could look at driveways at the same time
- Judicial Decision Making Process
  - Committee members are frustrated when assessments are overturned
  - Committee members are offended by the Judicial decisions
    - Tony would like to meet with Tyler to discuss the baseline for decisions
    - Tyler has volunteered to attend the November DC meeting to discuss this further with the committee
      - The meeting date for November may be changed
      - Judicial Council position is that of checks and balances
        - Applying policies as written
        - HOA should stick to business of seeing that homes are maintained-long term effects on property values
        - A small percentage of assessments are appealed, not all are overturned
- Committee Members Absences
  - Understand they are all volunteers
  - Absences should be communicated prior to meetings

**Vice President for Judicial:** Tyler Harder

- Appeals
  - Three appeals were given to Tyler for processing by the Judicial Council

**Treasurer:** Jay Gentile

- Financial report was given
  - Receivables are up

**Secretary:** Thad Livingston

- Position Vacated 10/15/18



**EAGLEWOOD ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**October 15, 2018-Eaglewood Work Center**

**Operations/Admin:** Mark McAllister

- Collections
  - Collection totals are higher due to some accounts that are growing
    - Homeowners are not responding to the many notices and legal actions
    - In addition, Mark attempted to contact every person on the Delinquency Chart
- Winter Maintenance Contract
  - R&S Excavation and Other Services has signed the contract
- Website Change
  - Most changes have been made
  - MTA is discontinuing their web hosting services as of the end of the year
    - We will need to find another internet service provider
    - Steve Jordan has offered to help with this
- 3rd Quarter Budget to Actual was reviewed
  - The carryover for 2018 will be in line with the projected amount
- Long Range Planning Committee
  - Committee met in September
  - Bids are being sought
  - Aluminum wiring which was not placed in conduit contains to deteriorate
    - Further replacement is slated
  - The committee will meet again in January 2019

**Unfinished Business:**

**New Business:**

- Board Members
  - Tony is currently involved in additional activities limiting his availability
  - Will stay on the board with the possibility of relinquishing his position as VP of Design

Meeting adjourned at 8:04 PM

 _____ Tony Roles, Secretary Signature/Date	5 Nov 18	 _____ Approved Signature/Date 11-5-2018
--	----------	---



**EAGLEWOOD ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**November 5, 2018-Joy Lutheran Church**

**Roll call of officers:**

**Present:**

Board members: Wally Thomas, Tyler Harder, Lisa Silance and Tony Roles

Operations Manager Mark McAllister and Administrative Assistant Kaye Carleton

Absent- Jay Gentile

Three homeowners were in attendance

**Meeting called to order:** by Association President Wally Thomas at 6:34 PM

**Previous Meeting Minutes:** October 15, 2018 Board of Directors' Meeting minutes were approved.  
October 26, 2018 Board of Directors' Official Action was approved.

**Reports of Officers:**

**President:** Wally Thomas

- Official Action-Board Member Position Update
  - Action to fill vacant seat on Board of Directors', Thad Livingston resigned on October 15, 2018
  - Board appointed Lisa Silance to fill the vacant seat by unanimous vote. Under the same motion the Board voted to reorganize with Lisa Silance becoming the VP Design and Tony Roles becoming Secretary. Lisa will complete Thad's term ending in May 2020.
  - Thad will continue to serve on the Design Committee
- 2019 Meeting Schedule
  - Motion: Approve the 2019 meeting schedule as presented
  - Discussion: Three meeting dates were adjusted to accommodate for holidays.
  - Vote: Unanimous

**Design Committee:** Lisa Silance

- Introduce herself to those present. Lisa looks forward to further helping the neighborhood.
- Briefed on the October 29, 2018 Design Committee meeting.
  - Potential new member attended their first meeting
  - The Fall 2018 paint, fence and driveway inspections have been completed.
    - The fence inspection is incomplete as due to time constraints the backs of the fences were not inspected.
    - Totals of notices will be provided to the Board at the December meeting

**Judicial Council:** Tyler Harder

- 3 appeals pending determinations
- The Judicial Council consisting of three members review the appeals independently
- Discussion is generated after responses are received
- Determinations are forwarded to the office for notification

**Treasurer:** Jay Gentile-not present

- Financial Report was given
- The Edward Jones account balance is in line with Board goal at the completion of the Capital Projects

**Secretary:** Tony Roles

- Will present draft newsletter to the Board at the December meeting

**Operations/Admin:** Mark McAllister

- Collections
  - Notice of foreclosure has been received on some of the properties in collections
  - Full payment from banks are expected



**EAGLEWOOD ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**November 5, 2018-Joy Lutheran Church**

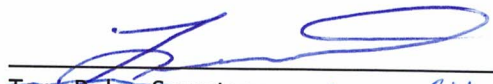
- Winter Maintenance
  - New Company-New Challenges
  - Has had several meetings with them
    - Discussing sanding to educate best practices
    - Eaglewood is the only snow removal contract they have signed
    - They have all the necessary equipment

**Unfinished Business:**


- Design Committee
  - Holiday Lights-Tony has Wally's suggested changes, which he will provide to Lisa
  - Wally has offered to attend a Design Committee meeting
    - Feels strongly that lights that have been in place for years should be exempt from rule as long as they are in working condition

**New Business: None**

Meeting adjourned at 7:18 PM

  
\_\_\_\_\_  
Tony Roles, Secretary  
Signature/Date

Lisa Silance  
V.P. Design

  
\_\_\_\_\_  
Approved  
Signature/Date

12-10-2018



**EAGLEWOOD ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**December 10, 2018-Eaglewood Work Center**

**Meeting called to order:** by Association President Wally Thomas at 6:34PM

**Present:**

Board members: Wally Thomas, Tyler Harder, Lisa Silance and Jay Gentile  
Operations Manager: Mark McAllister and Administrative Assistant Kaye Carleton  
Controller Roy Briley Inc.: Beazit Redzepi  
Excused Absence-Tony Roles

**Previous Meeting Minutes:** November 5, 2018 Board of Directors' Meeting minutes were approved.

**Reports of Officers:**

**President:** Wally Thomas

- Leasing of homes in Eaglewood, Airbnb etc.
  - The PC&R's state a property can be leased
    - A lease is a contract to use, length does not matter
  - Individual violations will be handled through the violation process to include parking
- Records Request Policy
  - The records request policy has been in effect for several years
  - The written policy is for clarifying the purpose and procedure
  - Homeowners can request viewing of records provided the intent is not for personal gain or revenge
  - Tabled for editing
  - Policy will be presented for adoption at the January Board meeting
- Response to Dave Snider admin for the Eaglewood Community Facebook Group
  - Wally presented a letter for Board input
  - The letter will be mailed to Mr. Snider this week
  - No information will be released for posting on Facebook, Eaglewood Community
- 2017 Financial Audit
  - An error was discovered in Propertyware with the Accounts Receivable Aging Report
  - Propertyware is continuing to resolve the problem
  - It is strictly a Propertyware issue and not an accounting practice
- 2018 Financial Audit
  - If the issues with Propertyware are remedied the audit could be ordered sooner and completed in time for the Annual Meeting in May

**Design Committee:** Lisa Silance

- Reported on the November 26, 2018 Design Committee Meeting
- Judicial Decision Making Process
  - Tyler was invited to the January 28, 2019 DC meeting to review the Judicial Process
- Committee Members Absences
  - An email was sent a committee member who missed the last two committee meetings without notification, asking if he intended to remain on the committee
    - It is a requirement to report absences prior to meetings
- Exterior Changes without approval
  - Lisa is drafting a letter to homeowners whom she has not seen applications for changes made to their properties
- Fall fence Inspection
  - The backs of fences will be inspected in the spring as soon as the trail conditions allow
- Holiday Lighting/Decorations
  - Lisa will bring the rule back to the committee at the January 28, 2019 meeting with suggested Board changes
- Lisa was excused at 6:48 due to another conflict



**EAGLEWOOD ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**December 10, 2018-Eaglewood Work Center**

**Vice President for Judicial:** Tyler Harder

- Appeals
  - Three appeals are pending determination

**Treasurer:** Jay Gentile

- Financial report was given
- Jay attended a meeting with Mark at Edward Jones
  - The process of moving money was discussed
  - \$150,000 was moved to Edward Jones Investment Account

**Secretary:** Tony Roles

- Nothing at this time

**Operations/Admin:** Mark McAllister

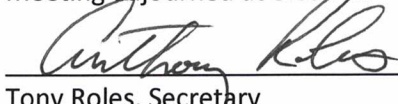
- Collections
  - Collection report was given
- Winter Maintenance Contract
  - The weather conditions have presented some struggles
  - The goal of getting people safely in and out of the subdivision is being achieved
- Long Range Planning Committee
  - Committee will meet in January 2019 to review bids
- 2019 Operating Budget was presented
  - Motion: Approve the 2019 Operating Budget as presented.
  - Discussion: Salaries increase due to minimum wage increase for summer crew. Admin supplies increase to purchase new desks for the Eaglewood office. Light maintenance increase to allow for warranties running out. Sign maintenance increase to purchase an outside sign for the Eaglewood office. Internet increase for upgraded service.
  - Vote: Approved by the quorum present.


**Unfinished Business:**

**New Business:**

- Earthquake Response
  - No damage to the infrastructure has been seen
- Website
  - Steve Jordan is continuing to search for host as MTA will no longer be offering the service

Meeting adjourned at 8:09 PM

 14 Jan 19  
\_\_\_\_\_  
Tony Roles, Secretary  
Signature/Date

 1-14-2019  
\_\_\_\_\_  
Approved  
Signature/Date