

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
January 14, 2019-Joy Lutheran Church

Roll call of officers:

Present:

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

Operations Manager Mark McAllister and Administrative Assistant Kaye Carleton

Controller Roy Briley Inc. Beazit Redzepi

Eleven homeowners were in attendance

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

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

Reports of Officers:

President: Wally Thomas

- Records Request Written Process-tabled until the February 11, 2019 Board meeting
- 2017 Financial Audit
 - Presented the results from the financial audit performed by The Hahn Company LLC
 - There was a question in the delay of the audit
 - It was discovered that Propertyware, the software company used by Roy Briley was not generating an accurate AR aging report.
 - Roy Briley created a manual accounts receivable to confirm the reports were accurate
 - Briefed on the findings of the audit.
 - Proper accounting practices are being used
 - Management of the association finances are in order
- 2018 Financial Audit
 - It is anticipated the audit will be completed prior to the May 14, 2019 Annual Meeting
 - Beazit was able to run an AR report on January 1, 2019 the AR report matched that on the balance sheet.
- Long Range Planning Committee
 - Lighting issues will continue to be corrected
 - The project list has not yet been recommended to the Board
 - Any possible damage to the infrastructure from the November 30, 2018 7.1 earthquake will be addressed
 - There may be a possibility of applying for FEMA as a not for profit organization

Design Committee: Lisa Silance

- There was no Design Committee meeting in December.
- The Design Committee will meet on January 28, 2019.
- Driveway Inspection
 - There was a delay between inspection and notices
 - If damage was repaired homeowner can simply contact the office
 - Extensions may be granted depending on the severity of the condition
- Damage to exteriors from the earthquake
 - There has not been any reports of exterior damage nor has anything shown up on the inspections following the November 30, 2018 earthquake

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
January 14, 2019-Joy Lutheran Church

Judicial Council: Tyler Harder

- There are no appeals pending at this time
- Tyler is scheduled to attend the January 28, 2019 Design Committee meeting to review the Judicial process with the committee

Treasurer: Jay Gentile

- Financial Report was given
 - Receivables are higher than they were at the end of 2017
 - There are a few accounts with high balances due to extensive collection efforts

Secretary: Tony Roles

- Will present draft newsletter to the Board for the 2nd quarter 2019
- Newsletter are included in with the statements
 - It is the responsibility of homeowners/property managers to keep tenants informed
 - The Eaglewood website is another great source for information

Operations/Admin: Mark McAllister

- Collections
 - Briefed on accounts in collections
 - Full payment from banks are expected-for properties in foreclosure
- 2018 Budget to Actual
 - Presented end of year totals
 - Generated cash exceeded the budgeted amount by \$8017.00
 - The Edward Jones investments continue to grow at an interest rate higher than originally projected in the Capital Budget
- Winter Maintenance
 - Very satisfied with the first two months of performance by the new contractor
 - Service continues to improve
 - Discussing conditions, stacking and sanding to establish best practices
 - Eaglewood is the only snow removal contract they have signed
 - They have all the necessary equipment
 - Those present acknowledged being pleased with the quality of service

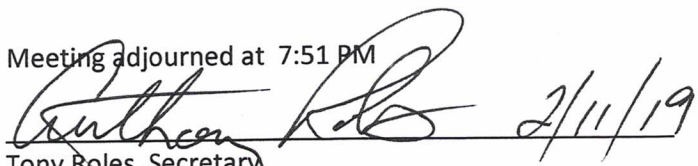
Unfinished Business:


- 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:

- Streaming meetings on social media
 - Could likely discourage attendance which is already low
 - May be an option for the annual meeting
 - Tabled for further discussion

Meeting adjourned at 7:51 PM


Tony Roles, Secretary
Signature/Date


Approved
Signature/Date

2/11/2019

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
February 11, 2019-Eaglewood Office

Roll call of officers:

Present:

Board members: Wally Thomas, Lisa Silance and Tony Roles

Operations Manager Mark McAllister and Administrative Assistant Kaye Carleton

Controller Roy Briley Inc. Beazit Redzepi

Excused Absences: Tyler Harder and Jay Gentile

Meeting called to order: by Association President Wally Thomas at 6:26PM

Previous Meeting Minutes: January 14, 2019 Board of Directors' Meeting minutes were approved.

Reports of Officers:

President: Wally Thomas

- 2018 Financial Audit-Beazit Redzepi
 - All requested information has been supplied to Cathleen Hahn's office
 - This is the same auditor used by most associations
 - There are no concerns with Propertyware, they have established a "work-around" to prevent problems
- Winter Maintenance Contract
 - Snow plow contract is being reviewed by the Board
 - Some changes are being considered
 - It is necessary for the Board through the Operation's Manager to have control in order to control cost
 - The current contractor would like more control of the drivability and safety standards
 - Mark continues to educate them on road conditions, causes and remedies
 - They are anxious due to the lack of work in January
 - They feel they are losing money
 - An increase for the cost of sanding was approved by Mark
 - A minimum charge for them to come to the neighborhood could be negotiated
 - Driving properly for the conditions is essential to ensure everyone's safety
- Records Request Written Process
 - A fee for copies was on the original, this needs to be added to the current document
 - Discussion: An administrative fee is appropriate. Contacting UPS for the cost of copies would be fair. Once this is added it can be presented to the Board for a vote.
 - Motion: Approve the Records Request Policy after the addition of a fee for copies.
 - Tabled for vote - via email.
- Investment Policy
 - The section on the types of bonds held should be elaborated on. Wally made suggested additions.
 - Revisions will be emailed to the Board for review. Revised policy will be presented for a vote at the March 11, 2019 Board meeting.
- Long Range Planning Committee
 - The 2019 Capital Project List was presented
 - The projects include replacement of two trail sections, a sidewalk and swale replacement and electrical upgrades. Total with contingency is \$420,462
 - Contracts including work timeline will be ready for the next Board meeting
 - Tabled for vote at the March 11, 2019 Board meeting
 - LRPC will meet next fall to review the projects and begin discussion for the following year

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
February 11, 2019-Eaglewood Office

Design Committee: Lisa Silance

- The Design Committee met on January 28, 2019.
- VP for Judicial Tyler Harder and Council member Jim McConnell attended
 - The Judicial Process and reasoning for determinations was reviewed
- One of the members has not made it to two meetings nor communicated that he would be absent, the committee decided to remove him
- Laura Friesen attended her second meeting
 - Motion: Appoint Laura to the Design Committee
 - Vote: Unanimous
- Holiday Light Rule
 - Rule was presented to Board
 - Motion: Approve Holiday Light Rule as written
 - Vote: Unanimous

Judicial Council: Tyler Harder - via email correspondence

- One appeal completed, results will be sent to the homeowner

Treasurer: Jay Gentile

- Financial Report
 - Mark gave report in Jay's absence

Secretary: Tony Roles

- Will present draft newsletter to the Board for the 2nd quarter 2019
 - The office will supply some information and a template
 - Areas to focus on should include:
 - Wildlife Awareness
 - Property and Personal Safety
 - Remind homeowners to call in sightings
 - This helps create statistics which determine where police patrol

Operations/Admin: Mark McAllister

- Collections
 - Briefed on accounts in collections


Unfinished Business:

- Streaming meetings on social media
 - Discussion: Although it may help in reaching a broader audience, the consequences from someone using statements out of context may be of greater concern. There would be no way to answer questions and may create misunderstandings. Could possibly discourage talented involvement. Communication of meetings is excellent; but homeowners choose not to attend.

New Business: None

Meeting adjourned at 7:37 PM

 3-11-2019
Tony Roles, Secretary
Signature/Date

 3-11-2019
Approved
Signature/Date

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
March 11, 2019-Joy Lutheran Church

Roll call of officers:

Present:

Board members: Wally Thomas, Tyler Harder and Lisa Silance

Operations Manager Mark McAllister and Administrative Assistant Kaye Carleton

Excused Absence: Tony Roles

Absent: Jay Gentile

Eleven homeowners were in attendance

Meeting called to order: by Association President Wally Thomas at 6:33 PM

Previous Meeting Minutes: February 11, 2019 Board of Directors' Meeting minutes were approved.

Reports of Officers:

President: Wally Thomas

- Dog Waste on Trails and Sidewalks
 - The concern of the large amounts of dog waste on the trails and sidewalks has been being discussed via social media on the Eaglewood Community page
 - One homeowner had proposed Dog Waste Stations to the Board prior to the meeting
 - Those who responded were not in support of spending money on something that is the pet owners responsibility
 - A group of homeowners have been brainstorming other options
 - They would like to schedule a meeting of approximately 6 homeowners to include a Board member to further explore options
- Records Request Written Process-tabled until the April 8, 2019 Board Meeting
- Investment Policy-tabled until the April 8, 2019 Board Meeting
- 2018 Financial Audit
 - It is anticipated the audit will be completed prior to the May 14, 2019 Annual Meeting
 - Roy Briley Association Management has supplied all requested information to Cathleen Hahn's office
- 2019 Capital Projects-presented
 - Projects consist of two trail replacements and two sidewalk replacements and swale restoration
 - Upon completion approximately 90-95% of trails will have been upgraded in the last 7 years
 - Trails are now replaced rather than overlaid to guarantee a longer life
 - All project areas will include lighting upgrades
 - \$30,000 budgeted amount is included for additional lighting and swale work
 - Light poles have been ordered to include extras for future replacements
 - Future upgrade recommendations for sidewalks would include replacement
- Motion: Approve 2019 Capital Projects as presented
- Vote: Unanimous
- Winter Maintenance Contract-no action needed at this time

Design Committee: Lisa Silance

- Reviewed the newly promulgated Holiday Light/Decoration Rule
 - Can be found in the Design Committee Rules on the Eaglewood website
 - Discussion: Rules are created as gaps in the PC&R's and Design Committee Rules surface, items on display become unsightly or untimely. Clarity for compliance is defined in rules.

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
March 11, 2019-Joy Lutheran Church

Judicial Council: Tyler Harder

- There are no appeals pending at this time

Treasurer: Jay Gentile-absent

- Financial Report was given by Mark McAllister in Jay's absence

Secretary: Tony Roles-absent

Operations/Admin: Mark McAllister

- Collections
 - Briefed the Board on accounts in collections

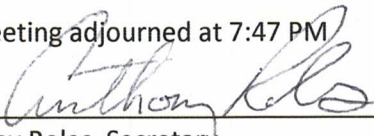
Unfinished Business:

- Nothing pending

New Business:

- It was determined that homeowner Dave Snider was currently streaming the meeting
 - He was asked to stop the streaming
 - This is not an approved process for Board meetings and in direct violation of the Board Policy that any unofficial recording of meetings requires consent of all those members participating
 - Discussion: The Board was not comfortable with a process that has not been approved. Streaming of meetings has been discussed previously and was determined that it was not appropriate for a Board meeting. Open meetings best serve the homeowners where they can observe the discussion and if warranted add their comments. Meetings are run using Roberts Rules of Order as stated in the Bylaws for the association. The possibility of streaming the Annual meeting could be considered. Dave Snider was invited to the April 8, 2019 Board meeting for further discussion. A policy would need to be written. Consideration of the volunteers is critical; they should not have to endure further criticism and harassment by allowing the meetings to be more public. Dave was asked to delete the recording.
- Homeowner present thanked the volunteers for their time and commitment to Eaglewood.

Meeting adjourned at 7:47 PM



Tony Roles, Secretary
Signature/Date



Approved
Signature/Date

4-8-2019

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
April 8, 2019-Eaglewood Office

Roll call of officers:

Present:

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

Excused Absence: Lisa Silance

Operations Manager Mark McAllister and Administrative Assistant Kaye Carleton

Homeowners: Deena Bradley and Dave Snider

Meeting called to order: by Association President Wally Thomas at 6:33PM

Previous Meeting Minutes: March 11, 2019 Board of Directors' Meeting minutes were approved.

Reports of Officers:

President: Wally Thomas

- Dog Waste Removal Campaign-Deena Bradley
 - Deena is concerned about the increase of waste from dogs on the trails and would like to launch a campaign to encourage stewardship in the use of the trails in Eaglewood
 - Educating people through a brochure and door hangers she has created
 - Discarded bags with waste in them is an environmental problem
 - Recent discussion via Facebook appears to have sparked some heightened awareness and cooperation
 - Not all of the people who use the trails are Eaglewood Residents
 - Proposed having waste stations placed at entrances to trails
 - This could create a potential dumping problem
 - In addition it would pass an expense to future boards
 - Motion: Support Dog Waste Removal Campaign and cost of producing 1000 door hangers and brochures for distribution. Cost will be approximately \$600.
 - Discussion: Deena will order the items now so they can be distributed this spring. More volunteers will be needed to cover the neighborhood and place the hangers.
 - Vote: Unanimous
- Live Streaming of Board Meetings-Dave Snider
 - Dave is requesting he be permitted to live stream open Board minutes on the Eaglewood Community Facebook group
 - No funds are needed for this to happen
 - Meetings could be stored with a YouTube link
 - The Rules of Intent and guidelines created when the Facebook group was established are no longer followed
 - The Board disassociated itself from the group two years ago due to it not accomplishing what the original intent was and fueling of false accusations
 - Without permission, against policy and after the opening statement was read Dave proceeded to stream the March 11, 2019 open Board meeting
 - This created an unpleasant feeling amongst those present
 - Controls would have to work
 - Comments could spiral and distort the intent of conversation amongst the Board
 - There would have to be a way to secure information so no alterations could be done
 - Concerns this format could foster an unpleasant environment
 - Control is the biggest concern, postings would have to be closely monitored and removed if they are incorrect or harmful

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
April 8, 2019-Eaglewood Office

- Leadership is hard
 - Admins are responsible to end inappropriate posts
- There is no guarantee this would benefit the association
- Access would be hard to monitor as Facebook can allow you to remain anonymous or hide behind a false name
- Motion: Board continues the discussion to determine if there is a benefit to the owners in the association.
- Discussion: What would need to be in place to receive board approval? Would not want it to discourage those who do attend in person because they are uncomfortable with being filmed and having their concerns aired. It would be hard to control miss truths gleaned from viewing. Would pauses be made for comments? Facebook guidelines would need to be congruent with streaming guidelines. Tabled for discussion. Dave and Deena would like to be involved in further discussion; Board and community working together. Final decision would be made in executive session.

Design Committee: Lisa Silance

- In Lisa's absence Mark reported on the March 25, 2019 Design Committee meeting
 - The committee is looking at the wording for fence treatment in the fence rule
 - Temporary fences need to be removed if unsightly
 - The committee has identified a few properties with vehicles that are stored improperly (not on approved surfaces) in backyards

Judicial Council: Tyler Harder -

- Two appeals pending
- Recommendation to add into letters that the PC&R is applied through the Design Committee Rule for each area

Treasurer: Jay Gentile

- Financial Report was given

Secretary: Tony Roles

- Will not be running for the Board next election

Operations/Admin: Mark McAllister

- Collections
 - Briefed on accounts in collections

Unfinished Business:

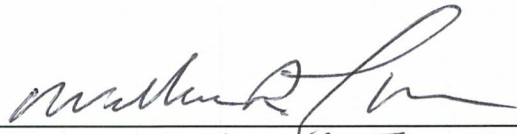
New Business:

- The slide show for the 2019 Annual Meeting was reviewed

Meeting adjourned at 8:37 PM


Jay Gentile, Secretary
Signature/Date

10 June 2019


Approved Wallace R. Thomas, President
Signature/Date 6/10/2019

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
June 10, 2019-Eaglewood Office

Roll call of officers:

Present:

Board members: Wally Thomas, Tyler Harder, Jay Gentile, Lisa Silance and Laura Friesen

Operations Manager Mark McAllister and Administrative Assistant Kaye Carleton

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

Previous Meeting Minutes: April 8, 2019 Board of Directors' Meeting minutes were approved.

Reports of Officers:

President: Wally Thomas

- Board Positions for 2019-2020 were established by group consensus
 - President-Wally Thomas
 - VP Judicial - Tyler Harder
 - VP Design - Lisa Silance
 - Treasurer - Laura Friesen
 - Secretary - Jay Gentile
- 2019 Annual Meeting Proxies
 - The tally of votes provided by Roy Briley Association Managers did not include the proxies assigned to the Board
 - The proxies were used to establish a quorum only
 - Wally referenced Bylaw Article 4 Section 7
 - **SECTION 7 Proxies.** Every person entitled to vote or execute consents shall have the right to do so either in person or by an agent(s), duly authorized by a written proxy executed by such person or his duly authorized agent(s) and filed with the Secretary of the Association at the meeting at which the proxy is to be exercised. Every proxy shall be revocable by the person granting it, announcing its revocation to the Secretary of the meeting at which it would cussed it with Briley and Sam is looking into it.
 - The greater number of votes supports the homeowners having confidence in the Board.
- 2018 Financial Audit
 - The audit has not been completed
 - A check to a vendor was issued for more than the approved amount
 - The difference could be recorded as a receivable in order to close out 2018
 - There were delays on both Briley and Hahn's behalf
 - A proposal should be drafted begin looking for another CPA for the 2019 Financial Audit
- Pre Settlement Meeting
 - Two accounts in collections have requested a pre settlement meeting; a trial is set for later in July. Tyler and Mark will attend.
- Graffiti
 - Tyler would like the association to get involved in the removal of the graffiti which has recently appeared in the neighborhood
 - Aggressive response to graffiti helps decreases the risk of it growing into a bigger problem
 - All areas on Eaglewood property has been cleaned up
 - There is still some on private fences
 - If the association cleans it up it would be the homeowner's responsibility to match the stain or paint. Offer assistance to get it cleaned up quickly.

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
June 10, 2019-Eaglewood Office

- Motion: Contact homeowners whose property has graffiti allow them 10 days to clean up. If necessary the association will clean up and bill homeowner. Adopt policy to combat graffiti.
- Vote: Unanimous

Design Committee: Lisa Silance

- Reported on the May 29, 2019 Design Committee meeting
 - Three homeowners attended their first meeting as potential members
 - Reviewed the inspection process and the role of the committee
 - Cautioned about reacting to Facebook posts
 - Fence Rule Revision
 - Presented a change to the rule adding colored stain or paint to the sentence; Fence treatment (colored stain or paint) is required and must be reviewed and approved by the Design Committee prior to start of project.
 - It has been determined that some of the previously approved clear products are failing and the fences are still discoloring (graying).
 - Motion: To ratify the Fence Rule as presented. Provided it is not retroactively applied to fences with clear treatment which is not failing.
 - Vote: Unanimous
 - Private Area Not Maintained
 - Requested a first notice be issued the first time a lawn needs maintenance
 - The current one off process allows too much time, lawns can go for two months without being assessed
 - The Board will support the change provided it only applies to lawns needing maintenance
 - Garage Door Needs Paint
 - A homeowner has a panel on their garage door painted a contrasting color
 - She is requesting this to have a horizontal line which helps with vertigo
 - Lisa drafted a letter stating the trim would to the same
 - The Board approved sending the letter giving the homeowner until July 1st to paint the panel

Judicial Council: Tyler Harder

- Was given one appeal

Treasurer: Laura Friesen

- Financial Report was given

Secretary: Jay Gentile

- Will have a draft newsletter to the office by June 20th

Operations/Admin: Mark McAllister

- Collections
 - Briefed on accounts in collections
- Financial Security
 - Displaying on Social Media is not appropriate
 - Can have an effect on the bid and billing processes with contractors
- Managers Meeting
 - Mark met with Sam Jedlicki the Manager of Roy Briley Association Management team
 - Discussed the mistakes being made by their office

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
June 10, 2019-Eaglewood Office

- Sam will be getting back to him on several items
 - Sam mentioned rewriting the agreement
- Capital Projects
 - Updated on the 2019 Capital Projects
- Summer Crew
 - Crew is working hard-very pleased


Unfinished Business:

- Dog Waste Removal
 - Laura will contact Deena for an update on the program
- Live Streaming of Board Meetings
 - Laura suggested Zoom could be utilized
 - A private link could be provided via email

New Business:

- Mark's Evaluation
 - Has not had one in a couple years
- Wally resigned from the Board for personal reasons
 - Tyler will fill in as Interim President and reside over the July Board meeting

Meeting adjourned at 8:24 PM



Jay Gentile, Secretary
Signature/Date



Approved
Signature/Date 8 JUL 19

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
July 8, 2019-Joy Lutheran Church

Roll call of officers:

Present:

Board members: Taylor Sjostrand, Lisa Silance, Tyler Harder, Laura Friesen and Jay Gentile

Operations Manager Mark McAllister and Administrative Assistant Kaye Carleton

Eight homeowners were also present

Meeting called to order: by Association Vice President for Judicial Tyler Harder at 6:31PM

Previous Meeting Minutes: June 10, 2019 Board of Directors' Meeting minutes were approved.

Reports of Officers:

President: Taylor Sjostrand

- Tyler Harder Presided over the meeting
 - Wally Thomas resigned from the position of Board President at the June 10, 2019 Board of Directors' meeting
 - The Board appointed Taylor to the position of Board President

Design Committee: Lisa Silance

- Reported on the July 1, 2019 Design Committee meeting
 - Motion: Approve Lora Eddy, Sue May and Thomas Coleman to become members of the Design Committee.
 - Discussion: They have all attended two meetings and are in good standings with the association
 - Vote: Unanimous
 - Solid Waste Storage – Garbage Cans/Trash
 - In June the Municipality of Anchorage voted to amend the current trash handling standards to minimize bears and other wildlife getting into trash by establishing consistent protocols for storage and handling of trash
 - Lisa proposed the Design Committee Rule be changed to state the rules are consistent with the Municipal Ordinance 26.70.050.
 - This would eliminate the necessity for changes to the rule should the Municipality adopt future amendments
 - It should not be the responsibility of the Association to enforce Municipal Ordinances
 - Tabled-Board is encourage to read the presented materials prior to the next Board meeting

Judicial Council: Tyler Harder

Treasurer: Laura Friesen

- Financial Report was given
- The association is in a good financial position

Secretary: Jay Gentile

- There was no newsletter in the 3rd Quarter Statement
- Looking for information to complete a newsletter

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
July 8, 2019-Joy Lutheran Church

Operations/Admin: Mark McAllister

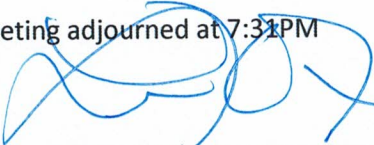
- Collections
 - Briefed on accounts in collections
 - Tyler and Mark attended a pre-trial settlement conference for two properties in collections
 - An agreement could not be met
 - Judge advised the homeowners to get an attorney
- Summer Crew
 - Continues to do an outstanding job
- Capital Projects
 - Bid number 4 has been cancelled
- Mowing
 - Weekly mowing has been reduced due to lack of need
- Beetle Kill Spruce
 - Homeowners have been notified through the inspection process
 - Trees on Eaglewood property will be removed

Unfinished Business:

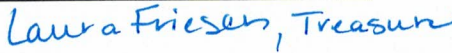
- Live Streaming of Board Meetings
 - Laura reported on using Zoom
 - A private link could be provided via email
 - She is also looking into what forms of communication other HOA's use
 - Privacy is a concern

New Business:

Meeting adjourned at 7:31PM



Jay Gentile, Secretary
Signature/Date



Laura Friesen, Treasurer



Approved
Signature/Date

8/14/19

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS EXECUTIVE SESSION MINUTES
July 8, 2019-Joy Lutheran Church

Executive Session called to order: 7:45PM

Present:

Board members: Taylor Sjostrand, Lisa Silance, Tyler Harder, Laura Friesen and Jay Gentile
Operations Manager Mark McAllister and Administrative Assistant Kaye Carleton


Removal of Trees from Slope Easement:

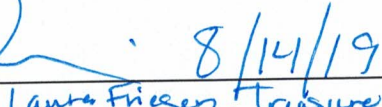
- Homeowner did not submit an application to remove trees
 - Trees were left on slope easement
 - Homeowner was notified that the trees needed to be removed up through their property
 - Amount of trees removed needs to be determined
 - An assessment may be appropriate
 - The Board can require trees be planted to replace those removed
 - Invite homeowner to the August 12, 2019 Board meeting

Roy Briley Association Management:

- The new controller for Eaglewood is Jennifer Nesmith-Neumeyer
 - The question of her qualifications was brought up
 - Invite Jennifer to the August 12, 2019 Board meeting
 - The Process of selecting Roy Briley Association Managers was reviewed for the sake of the new Board Members
- Is there an option to hire a separate accountant?
 - The agreement would need to be rewritten

Session adjourned at 7:59 PM


Jay Gentile, Secretary
Signature/Date


Laura Friesen, Treasurer
Signature/Date

Approved


Signature/Date

8/14/19

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
August 14, 2019-Eaglewood Office

Roll call of officers:

Present: Board members: Taylor Sjostrand, Lisa Silance, Tyler Harder, Lisa Silance and Laura Friesen

Operations Manager Mark McAllister and Administrative Assistant Kaye Carleton

Absent: Jay Gentile

Meeting called to order: by Association President Taylor Sjostrand at 6:34 pm

Previous Meeting Minutes: July 8, 2019 Board of Directors' Meeting minutes were approved.

Reports of Officers:

President: Taylor Sjostrand

- Removal of Trees from Slope Easement
 - Shawn & Betsy McGrew 18820 S Kanaga Loop
 - Trees were removed by the homeowner without requesting approval
 - Some of the trees were on the slope easement
 - Mark contacted the homeowner explaining that they would have to remove the downed trees by bringing them up through their yard and not causing any damage to the green belt area
 - To date they have stacked the wood on the edge of the trail
 - This may cause people to drive on the trail to collect the wood
 - It was request that Mark draft a letter stating the area needs to be rehabilitated, replanting to prevent erosion.
 - Motion: Send letter to homeowner informing them a surveyor will be hired to determine the property lines and the extent of trees that were removed from the green belt. This expense would be passed on to them. Afford the homeowner the opportunity to correct the unauthorized cutting of the trees. Consider fining up to \$500 per incident. Any expenses to re-vegetate would be the responsibility of the homeowner.
 - Vote: Approved unanimously
- Rock on Circle
 - Leah Erickson 9225 Geese Circle
 - While having work done on their driveway the homeowner choose to have a rock in their yard dug up, the contractor then placed the huge rock on the circle.
 - The homeowner was notified that the rock would need to be removed.
 - Motion: Homeowner will need to provide a letter on intention to have the rock removed including completion date. If not removed the association will have it removed at the owners expense.
 - Vote: Approved unanimously
- 2018 Financial Audit
 - The audit is still incomplete
 - A contractor was overpaid by Briley, they are wanting letters on this
 - They have been instructed to complete and note the discrepancy
 - The Auditor has submitted a progress billing-Mark has not authorized payment
- Newsletter
 - It is the collective responsibility of entire Board to get information to homeowners
 - A newsletter needs to be in the October statement

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
August 14, 2019-Eaglewood Office

- Communications
 - Laura feels information needs to be over communicated
 - Board needs to listen to the good and bad and ask questions
 - Community Wide Events
 - Discussion: Various ideas were shared on ways of creating a community feeling
 - Yard of the Week-spotlight those that put in extra effort to beautify the neighborhood
 - Neighborhood Yard Sale-Eaglewood's infrastructure cannot support parking, those not participating would be inconvenienced
 - Trick or Treat in the Heat-traffic is hectic and unsafe-presumed liability as people are invited into the neighborhood
 - Public Relations
 - The Board can designate additional positions
 - Motion: Post for a PR person
 - Discussion: Propose the Board appoint Laura as the interim PR person to be replaced by someone whom she locates. Laura will take on a role of communicating through weekly posts, sharing positive and informative news and reminders.
- Roy Briley
 - Resale Certificates
 - Mark requested a copy of what is given to homeowners, is working with Sam to clean it up and assure it is valid and current.
 - A previous homeowner unhappy with the resale certificate and transfer fees posted on Facebook that Briley had stated they were raising the rates for a resale certificate.
 - Current price is \$250
 - Briley has looked at industry standards on the price for Resale Certificates and do not intend to raise the price.
 - Homeowners should be made aware of the \$200 transfer sooner than at closing.
 - Fiscal Management Contract
 - There has not been any updates to the agreement since signing with Briley
 - Sam is working on some rewording , services will not change

Design Committee: Lisa Silance

- Reported on the July 29, 2019 Design Committee meeting
 - Concerned with committee members objective
 - A member continually brings up what she feels is a violation but the majority does not agree with her, this has been going on for years, consumes a lot of time.
 - Discussion: The purpose of the committee is not to police day-to-day; rather evaluate how a property looks over a period of time. Advised to call for a vote at next meeting, if passes the subject cannot be discussed for one year.

Judicial Council: Tyler Harder

- Nothing at this time.

Treasurer: Laura Friesen

- Financial Report was given
- Financial Reports supplied by Briley
 - Currently both cash and accrual reports are received

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
August 14, 2019-Eaglewood Office

- Eaglewood operates on a cash YTD basis
- Requesting only cash reports and the Accounts Receivable report be sent on a monthly basis

Secretary: Jay Gentile

- Did not attend meeting.

Operations/Admin: Mark McAllister

- Parcel Boxes
 - The acting Postmaster at the Eagle River Post Office is recognizing the need for more parcel boxes in Eaglewood due to the volume of packages the mail carriers deliver
 - He is offering to supply parcel boxes but they will not be the same color as the cluster unit boxes
 - The cluster boxes were purposely installed off center to accommodate parcel boxes at a later date
 - The Board is fine with them not matching as it will save the expense of purchasing them
- Collections Update
 - There are currently 14 accounts in collections with a balance of \$12,879
- Capital Projects
 - Projects are 95% finished
- Winter Road Maintenance
 - Bottom Dollar has said they intend to complete the contract
 - Taylor does not feel they will sign another contract
 - Suggest start looking for another contractor


Unfinished Business:

- Live Streaming of Board Meetings
 - Laura feels over communicating of information relieves the need for live streaming
 - Motion: Do not live stream open Board meetings
 - Vote: Unanimously approved

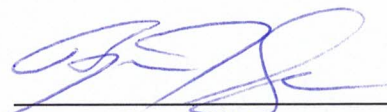
New Business:

- Solid Waste Storage-Garbage Cans/Trash
 - Lisa presented a revised change to the Garbage Can Rule
 - Discussion: Municipal codes should not be enforced by the association. The change would need to be streamlined so homeowners are not required to seek out the information.
 - The committee will continue to look at rule
- Records Request
 - A homeowner has asked to review the contract with Briley
 - Previous Boards have not allowed this practice
 - Was told he could have questions answered without seeing the contract
 - The same individual had previously asked to see the inspection process
 - The document he was requesting does not exist
 - Sam will write an overview of the inspection process for posting on Facebook

Meeting adjourned at 8:54 PM


Jay Gentile, Secretary

Signature/Date

 9/9/19

Approved
Signature/Date

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
October 7, 2019-Eaglewood Office

Roll call of officers:

Present: Board members: Taylor Sjostrand, Lisa Silance, Tyler Harder and Laura Friesen

Operations Manager Mark McAllister and Administrative Assistant Kaye Carleton

Absent: Jay Gentile

Meeting called to order: by Association President Taylor Sjostrand at 6:28 pm

Previous Meeting Minutes: September 9, 2019 No quorum was present an informal discussion with homeowners was held.

Reports of Officers:

President: Taylor Sjostrand

- Removal of Trees from Slope Easement
 - Shawn & Betsy McGrew 18820 S Kanaga Loop
 - A letter is being mailed to the homeowners
 - The homeowners will be required to plant trees to replace those removed by May 31, 2020
 - A \$500 assessment will be imposed if this is not completed
 - A surveyor will be hired at the owners expense to determine how many trees were removed from the slope easement
- Trees and Stumps
 - There are stumps in yards all over the neighborhood
 - The Design Committee notates on all tree removal applications that stumps must be removed or ground down.
 - Design Committee could create rule for consistency in reference to tree removal
 - Rules need to be applied fairly and consistently
 - There will be more stumps as all of the trees affected by the spruce beetles come down
 - Violations are not “grand-fathered” rather noted for notification
 - The length of time a stump has been there doesn’t change the esthetics
 - Tabled
- Yearly Winter and Summer Maintenance Contract
 - Bottom Dollar has expressed an interest in signing an Annual Maintenance Contract
 - This shares the risk between parties
 - Will create a better working relationship
 - Accountability for quality work will not change
 - They have the equipment and knowledge
 - Compile data of last five years and formulate an average to begin negotiations
 - Motion: Move Operations Manager discuss a yearly contract with Bottom Dollar for Winter and Summer Maintenance
 - Vote: Unanimously Approved
- Show Me the Green
 - At the September meeting homeowner Marty Callison presented a series of contests which she felt would:
 - Bring us together as neighbors and friends

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
October 7, 2019-Eaglewood Office

- Make Eaglewood a nicer place to live
- Improve our property values
- Improve the environment
- Discussion: There is concern of using homeowner's association dues to fund the project. Homeowners should show pride in ownership without being rewarded. A 'Yard of the Week' contest could be considered. A sign to feature the weekly winner would not be expensive. A committee would need to be formed to implement. Tabled for discussion at the next Design Committee meeting.
- Beetle Kill Spruce
 - Trees will be removed from Eaglewood common areas.
 - Homeowners have been notified through the inspection process for trees identified on private areas.
- Newsletter
 - A newsletter was not submitted for publication in the 4th quarter statement
- Public Relations
 - Continue to find a homeowner to assist with getting information out to the community

Design Committee: Lisa Silance

- Reported on the September 30, 2019 Design Committee meeting
 - Reviewed the objective of the committee, through reading the Board of Directors Mission Statement and requesting the members read the Design Committee Charter and Eaglewood Association, Inc. Code of Conduct and Professional Ethics prior to the next committee meeting
 - A rule will not be written for hot tubs
 - Fall Paint and Stain Inspections have been scheduled

Judicial Council: Tyler Harder

- Notified by a homeowner concerning an appeal they had not received a determination on. Dates of the email will be looked at.

Treasurer: Laura Friesen

- Financial Report was given

Secretary: Jay Gentile

- Did not attend meeting.

Operations/Admin: Mark McAllister

- Collections
 - Accounts in collections were reviewed
 - There are 18 accounts with a balance of \$20,613.61
 - The attorney has recommended filing a lawsuit on three of the accounts
- Capital Projects
 - Recommends not spending as much on capital improvements going forward to build reserves
 - Capital project needs are not as great as a few years ago
 - Having more in reserves will reduce the need for a dues increase
 - Should there be a major infrastructure failure funds available would decrease the need for a special assessment
 - The Long Range Planning Committee will be meeting in October
- Cluster of Cottonwood Trees
 - Located behind homes on Geese Circle and Babroff Drive
 - Are badly overgrown and need to be removed
 - Trees will be removed and ground
 - Some homeowners are concerned about the lack of privacy once the barrier is removed
 - Birch trees will be planted in the area in the spring


EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
October 7, 2019-Eaglewood Office

Unfinished Business:

New Business:

- 2020 Eaglewood Meeting Schedule
 - A draft was distributed for review-tabled

Meeting adjourned at 8:28 PM



Laura Friesen, Treasurer
Signature/Date 11/4/19



Approved
Signature/Date 11/4/19

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
November 4, 2019-Joy Lutheran Church

Roll call of officers:

Present:

Board members: Taylor Sjostrand, Lisa Silance, Tyler Harder and Laura Friesen

Operations Manager Mark McAllister and Administrative Assistant Kaye Carleton

Seven homeowners were also present

Meeting called to order: by Association President for Judicial Taylor Sjostrand at 6:31PM

Previous Meeting Minutes: October 7, 2019 Board of Directors' Meeting minutes were approved.

Reports of Officers:

President: Taylor Sjostrand

- Board Secretary position is currently vacant
 - If anyone is interested or knows someone please contact a Board Member for more information

Design Committee: Lisa Silance

- The Fall 2019 Driveway, House Needs Paint and Fence Needs Stain Inspections have been completed
- A homeowner submitted an application to have solar panels installed on the roof of his home
 - The application was approved
 - The manufacturers information supplied by the homeowner showed that they were black in color (matching the roof) and would be mounted flush with the roof
 - This will be the first installation of solar panels in Eaglewood
 - Tyler suggested it may be beneficial to draft a rule addressing solar panel installation

Judicial Council: Tyler Harder

- Two appeals have been processed by the council
 - Graffiti on fence-corrected, appeal granted
 - Fence needs stain and repair-corrected, one assessment was reversed

Treasurer: Laura Friesen

- Financial Report was given
 - Reserves are higher than the same time last year
 - There is currently \$329,923 in the Edward Jones Money Market Account
 - Mark will meet with Gavin from Edward Jones this month to convert some of the funds to CDs/ bonds as he is delegated by the Board of Directors for this task

Secretary:

- Position is currently vacant

Operations/Admin: Mark McAllister

- Collections
 - Briefed on accounts in collections; there are currently 17 accounts in collections with a combined total of \$20,887.15 owed to the association
 - 3 lawsuits have been filed
 - 4 lenders notified
 - 1 payment plan
 - 8 demand letters

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
November 4, 2019-Joy Lutheran Church

- 1 pre-foreclosure
- Electrical Issues
 - A new contractor has been hired to work on the lights
 - An undergrown break in the F string was located and repaired
 - Problems with the service panel on the B string were identified and repaired

Unfinished Business:

- Tree and Stump Removal
 - Discussion: There are tree stumps in yards throughout the neighborhood. The stump is the remainder of a tree and should be removed along with the tree. Approved applications require the stump be removed along with the tree. There will be more trees dying due to the spruce beetle epidemic. Stumps remain on common areas due to recent tree removal. Is it appropriate to hold private areas to a higher standard than common areas? Design Committee discussions have not led to a final decision on how to treat all homeowners fair and equally. Some stumps were on properties when they purchased them; they bought the stump. Need for maintaining the aesthetics evolve as the neighborhood ages. Standards are not 'grandfathered'. Requiring stumps to be removed on tree removal applications going forward will cause homeowners to point out the many stumps in other yards. Are all stumps unsightly? Could they serve a purpose? Grass and weeds around them are unsightly. Draft letter for homeowners of properties with dead trees stating tree and stump need to come down, this was already being handled in the inspection process. Committee has considered specifying that the stump must be flush; some trees would be hard to cut down to ground level as roots push up creating a mound situation.
- Yearly Summer and Winter Maintenance Contract
 - Details of contract are being finalized
- Show Me the Green
 - A series of contests proposed by a homeowner to entice residents of Eaglewood to spend time sprucing up their yards
 - Previously the Board discussed it and the concerns of using dues to reward residents, deferred it to the Design Committee for discussion at the October Design Committee Meeting.
 - The Committee was not in support of the contests to encourage homeowners taking pride in their properties. Did not feel there would be community support after the negative comments on spending money to encourage people to pick up the poop on the trail system.
- Communication Committee/PR Volunteer
 - Seeking the aid of a homeowner to further communication about the Eaglewood Association with its members

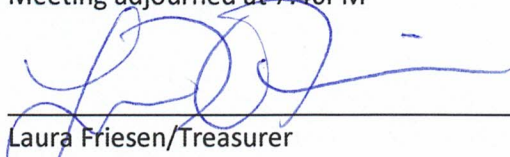
New Business:

- Stop Sign Proposal
 - A homeowner present requested a stop sign be placed on Middleton Loop to the right as you are exiting Cherni Circle
 - This is a blind corner, further compromised by a motor home which blocks visibility in the summer months
 - There are many children in the area and safety is an issue
 - A speed bump may be another option
 - The Board will drive the area prior to the December meeting
- Street Light on Etolin Circle
 - Homeowners present would like a street light added to their circle
 - Street lights are added to areas as part of capital projects when other work is being done to the infrastructure

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
November 4, 2019-Joy Lutheran Church

- This is the most cost effective way to accomplish improvements
- There are approximately 70 circles without streetlights
- They also asked the question of a portable solar streetlight, but had no information on a product
- Hydro-Seeding by Andreanof
 - There is an area which was not hydro-seeded as agreed upon with a contractor for MTA-this will be completed next spring

Meeting adjourned at 7:46PM



Laura Friesen/Treasurer
Signature/Date



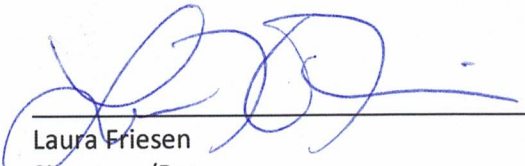
Approved
Signature/Date


EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS OFFICIAL ACTION
November 7, 2019-Via Email

Official Action to fill vacant seat on Board of Directors, Jay Gentile resigned on October 21, 2019

Board President Taylor Sjostrand has recommended the Board of Director's appoint Adam Gabrielson to the vacant position. He is in good standings and has been a resident of Eaglewood for 10 years. The Board voted unanimously to appoint Adam to the position of Board Secretary.

Adam's term will end in May 2020.



Laura Friesen
Signature/Date

Approved
Signature/Date

12/9/19

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
December 9, 2019-Eaglewood Office

Roll call of officers:

Present:

Board members: Taylor Sjostrand, Lisa Silance, Tyler Harder and Adam Gabrielson
Operations Manager Mark McAllister and Administrative Assistant Kaye Carleton
Roy Briley Association Management: Jennifer Nesmith-Neumeyer
Excused Absence: Laura Friesen

Meeting called to order: by Association President Taylor Sjostrand at 6:27PM

Previous Meeting Minutes: November 4, 2019 Board of Directors' Meeting Minutes and November 7, 2019 Official Action were approved.

Reports of Officers:

President: Taylor Sjostrand

- Recreation Vehicle parking
 - There will be no amendments to the Recreational Vehicle parking rule
- Stop Sign
 - A homeowner asked the Board to consider placing a stop sign on Middleton Loop intersecting Cherni Circle
 - There is a concern that a motorhome which parks on a driveway extension inhibits the line of sight
 - The motorhome is in violation of the Design Committee Rule: Recreational Vehicle
 - Motion: Do not install a stop sign or any traffic control measures, if the RV returns it will be handled through the violation process.
 - Vote: Unanimously Approved
 - Notify the petitioner to inform the office if the RV returns and poses a line of sight issue
- Financial Processes-Roy Briley
 - Forms of Payments to Vendors by Roy Briley Property Management
 - Utilities are set up on auto-pay
 - Electronic Payments are used for those vendors who have supplied the required information
 - Paper checks are mailed when vendors do not accept electronic payments
 - Mark would like a list of those vendors
 - Established vendors will be notified that Eaglewood only pays via electronic payments
 - All new vendors will need to receive payment via electronic payments
 - Approval Process
 - Mark approves invoices and emails them to Briley
 - Invoices are grouped by date received and sent to the President and Treasurer for approval; cut off dates are the 3rd and 18th
 - There are concerns that payments are being missed
 - Jennifer assured they have a good system
 - Invoices are to be sent to rbpropertyfinance@googlegroups.com
 - Sterling, Jennifer's assistant prints out the invoices upon receipt
 - Sam is included in the group as the backup to insure payments are processed
 - Check Storage and Issuing
 - Blank checks are stored in a locked cabinet, in a locked office, in an envelope marked Eaglewood

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
December 9, 2019-Eaglewood Office

- The checks are loose so they that are sent through the printer
- Check numbers are not in order due to various reasons; they are just taken out of the envelope, some are damaged in printing-then shredded, some are voided, and some are lost in the mail
 - It is recommended they be used in sequential order for tracking purposes
 - Jennifer said that voided checks should show up in the financials
 - Jennifer assured the checks are safe
 - Roy Briley is the only person who signs the checks
 - Jennifer feels the lost checks are related to their mail carrier

Design Committee: Lisa Silance

- The committees next meeting is December 10, 2019
- Inspection violation descriptions are determined by the inspector
 - If homeowners need clarification they can contact the Eaglewood Office
 - Adam will look in to streamlining the letter writing process

Judicial Council: Tyler Harder

- Two appeals pending

Treasurer: Laura Friesen

- Financial Report was given by Mark McAllister
 - Mark met with Gavin from Edward Jones he will be moving \$250,000 over to work the next 6 months to a year into short term CD's as interest rates are low and there are no foreseeable changes

Secretary: Adam Gabrielson

- Newsletter
 - A newsletter will go out with the 2020 1st quarter statement

Operations/Admin: Mark McAllister

- Winter Road and Lawn Maintenance Contract
 - The contract has been signed, monthly payments will be paid at the end of each month
 - Winter Road Maintenance
 - Taylor and Mark have spoken with the contractor concerning scraping which is causing damage to private and common areas
 - The contractor has placed road edge markers to eliminate possible damage
 - Homeowners can contact Bottom Dollar directly to report damage
 - A driver have been observed traveling at a fairly high rate of speed
 - Residents parking along streets causing problems for plowing
 - Satisfied with the amount of gravel they have been spreading, noticeable change now that they are not able to bill it separately
- Collections
 - Briefed on accounts in collections; there are currently 15 accounts in collections with a combined total of \$15,267.75 owed to the association
 - 1 lawsuit filed
 - 2 lenders notified
 - 1 notified of payoff
 - 5 demand letters
 - 1 settled
 - 5 on hold
- 2019 Audit
 - The Hahn Company has done it for the last four years
 - The last two yearly audits took a long time to complete
 - The Hahn Company was not very responsive to inquiries
 - It is a good time to look for another company as we are not in any formal agreement
 - Currently seeking new company to perform audit

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
December 9, 2019-Eaglewood Office

- Jennifer recommended Teresa Bailey
- 2020 Operating Budget
 - Budget was presented and discussed
 - The Board tabled a vote until it can be discussed with the treasurer via email

Unfinished Business:

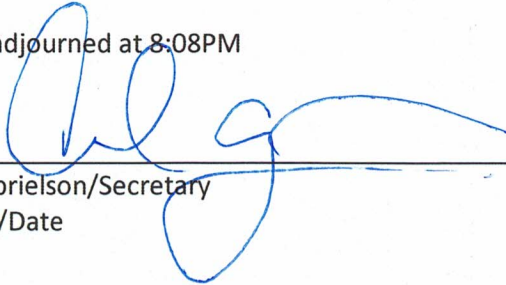
- Communication Committee/PR Volunteer
 - Taylor has two candidates he will contact
 - All content for publishing or announcing would need prior approval
- Tree and Stump Removal
 - There has to be a plan going forward of what is expected and guidelines for enforcement
 - Tyler will draft a rule to contain different actions for past, present and future
 - Violations will be noted under Private Area Not Maintained
 - Stumps in Eaglewood common area are not treated the same, it is a budget item and is managed by the operations manager

New Business:

- Street Light on Etolin Circle
 - No additional street lights will be added unless determined by the Long Range Planning Committee
 - Permanent fixtures would be the only option considered
- 2020 Meeting Schedule
 - Meeting schedule was presented and approved


Meeting adjourned at 8:08PM

Adam Gabrielson/Secretary
Signature/Date



1.13.19

Approved
Signature/Date



1/13/20