



Candle Ridge
Association

June 2, 2021

HOA Board of Directors Meeting

Attendance:

Mark Orchard . President and Chair
Sean Morgan . Position #1
Sam Long . Position #2: absent
Ken Packwood . Position #3
Bonnie McClure . Position #4/ Secretary/Treasurer
Ken Czyzewicz . Position #5

Agenda with Notes:

- Finance
 - Reviewed May summary
- Reviewed two sample template letters for violations
 - Board liked format and design
 - Bonnie to finalize and send around for email approval
- Board reviewed the summary of Duties and Responsibilities
 - Team added a couple of additional items
 - Bonnie to prepare final version and send to board for vote and approval
- A request was made to readdress the stump removal request from the homeowners near park entrance
 - Homeowner offered to pay half the cost and provided 2 quotes
 - Mark to check with team that removed trees for a quote . he will send quotes to Ken C. Ken to take the bid to the resident for signature and work with Mark to schedule
 - Request was made to vote that if homeowners approve to pay half and costs come in under \$600 for HOA following the above process that we approve the decision and schedule. All board members vote to approve . no votes to decline
- In a follow up on the request from a homeowner near the main park to remove trees.



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- Sean agreed to get quotes from an Arborist to evaluate the area.
 - Motion to have arborist review and make recommendation . board approved to make vote via email after seeing the costs.
- Motion to schedule a September meeting . post in Newsletter. Currently shooting for September 20
 - Ken to select location once the date is confirmed
 - Bonnie to include in the next newsletter
- Need to confirm email and contact information for all residents
 - Bonnie to send list to the board with highlighted missing emails . all board members to assist in getting final updates
- Bonnie to send Newsletter draft to the board for review and sending
- Board to review rules and regulations
 - Board considering updating for clarity
 - Ken to confirm on ACC requirements of updates . if same color same material do you need an ACC/board approval?
- Update on website updates.
 - Ken C working with family to see if they can assist
 - Will add a 2021 folder with minutes and newsletter
 - Looking to add request form for ACC requests
- Bonnie to look for a letter for Chandlers from previous year regarding ditch upkeep
- Meeting adjourned.