

COLONIAL FOREST HOMEOWNER'S ASSOCIATION BOARD OF DIRECTORS MEETING

Grounds Report (attached)

Of special note is the current infestation of crane flies and resulting patches of dead grass. As a test, the grounds were not sprayed for the past 18 months, which has proven that yearly spraying is required. Spraying will resume in 2018.

Building Inspection Violation Letters and Fines

For those residents who received a building inspection violation letter in June, the deadline for taking action was August 31, 2017. **The Board will re-inspect those violations between Friday, September 29th and Friday, October 6th. Per the Rules & Regulations, those who have not complied will be fined \$100 and fines will continue monthly until resolution.**

Deck Repair B15U1

There are deck structural issues at B15U1 that require immediate repair. Ken Pratt will speak with Michael Daniels of MWD Construction for bid clarification. Val moved to approve the MWD Construction bid for 15-1 if Ken Pratt approves after meeting with Michael Daniels; John seconded and all approved.

Charcoal Grills

Just a reminder that charcoal grills may not be used or stored on decks or porches. The only permissible use is to store the grill in your garage, use it outside your garage on cement or asphalt, and then return it to the garage when completely cooled.

2018 Board Openings

At the February 2018 Annual Meeting, elections will be held for four (4) Board of Director openings. The Colonial Forest Board of Directors is comprised of seven (7) elected owners. Anyone who is an owner in good standing (current in HOA monthly dues and no outstanding violations) is eligible to run in this election. Officer positions (President, Vice-President, Secretary and Treasurer) do not automatically carry over from year to year. Officers will be chosen at a short, separate meeting held not too long after the annual meeting and prior to the February 2018 monthly Board meeting.

Overview of Director Duties: The board has the authority to direct business including maintenance and financial oversight, rules enforcement and architectural design approval. The board has the authority to hire and oversee the professional management company, currently Targa Real Estate Services.

The board meets once a month for two hours to review business and to make decisions and enact policy. Between those meetings, there may be an occasion special meeting to deal with an urgent matter that cannot wait for a regularly scheduled board meeting. However, special meetings rarely occur.

Serving on the Board gives you direct impact and influence on how HOA business is handled. No special background or training is required other than the willingness and availability to serve. The office of director carries a term of either two or three years. In 2018 there will be two openings of each duration for a total of four openings.

All qualified owners are encouraged to serve on the Board of Directors. You may be nominated by another owner or you may nominate yourself. If you are interested in being nominated, please email that

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desire and your contact information via the Colonial Forest web site *colonialforest.net*, or contact Mark Pierovich at 253-754-6049. You may submit your desire to run for election now. A firm deadline for submitting nominations will be published at a later date. Thank you for considering being on the Colonial Forest Board of Directors.

Action Items

Completed	Pending
4-6 hose bib repair	7-2 ceiling leak
7-1 snaked lines in sinks and bathtub	9-6 balcony repair
Between Bldgs 9 & 14 replace railroad ties	11-6 grass drainage
10-1 gutter repair	12-4 porch repair
10-2 siding repair	14-4 stains on ceiling from past roof leak
Bldg 11 concrete relief joints	15-1 deck repair
11-2 leaking sewer pipe in garage	17-5 porch repair
20-2 porch repair	19-6 attic venting
Bldg 22 steps	Bldg 21 grass drainage
27-1 tucked in siding	21-6 needs new light
	22-3 French drain connecting downspouts
	27-6 pipe leak

Next Board Meeting:

Scheduled for
October 9, 2017

Respectfully submitted,

Marie Alba
Secretary

The **COLONIAL FOREST HOMEOWNER'S ASSOCIATION BOARD OF DIRECTORS** can be reached as follows:

Website: *http://www.colonialforest.net*

Email: Ken Pratt (President/Grounds Mgr): *contactus@colonialforest.net*
Mark Pierovich (Targa offsite Mgr): *mark@targarealestate.com*

Phone: Mark Pierovich (Targa offsite Mgr) 253-754-6049
Targa after-hours emergency number: 253-815-0393

Suggestion box at the campus office (Building 15, Unit 6).

Reminder: The grounds crew will replace lightbulbs and repair doorbells. Just submit a work request via *colonialforest.net* or fill out a paper request form located at the office suggestion box.