



**Winterwood Estates Homeowners Association  
Board of Directors Meeting**

*Board members: Ralph Lentz, Jerry Guddat, Michael Evans, Bryan Cunningham,  
Jennifer Gilbert-Smith, Jacqueline Bunce and Jeanette Bennett*

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**7:00 pm**

**Tuesday October 29, 2019**

**US Bank Conference Room**

Board Members in Attendance: Ralph Lentz, Jerry Guddat, Jennifer Gilbert-Smith, Bryan Cunningham, Mike Evans, Jeanette Bennett, Jacqueline Bunce

**President Ralph Lentz:** Ralph called the meeting to order at 7:00 PM.

1.) **Secretary Bryan Cunningham:** Minutes from the September 24, 2019 board meeting were reviewed and approved.

2.) **Treasurer Jennifer Gilbert-Smith:** Reviewed and approved the September Financials & the 2020 Budget for the Annual Meeting.

3.) **ACC Jeanette Bennett:** All ACC requests current.

4.) **CAM Mike Evans:** Motion approved to replace the Brunner park lights with LED lights as per bid. Puget Sound Energy will issue rebate once work is completed.

The fall yard waste event will be at Brunner Park November 16<sup>th</sup> from 9:00 till 1:00. There will be a chipper and waste bins available.

New play equipment was discussed – it was decided to wait until 2021 to replace the play equipment.

5.) **Compliance Bryan Cunningham:** Followed up with the October 2 mailings, everything has been done that was requested.

6.) **Old Business Janice:** A comprehensive office manual has been prepared by Janice.

This manual provides everything needed for the Administrator; how to post checks and run the daily operation of the Winterwood Homeowners Association.

7.) **New Business:** Meeting in the cafeteria of Grass Lake Elementary School. Meeting starts at 7 pm on November 19.

**President Ralph Lentz:** Adjourned the meeting at 8:23 pm.

Winterwood Estates HOA Minutes for October 29, 2019

Signed:

*Ralph Lantz*  
*J. B. ...*  
*B. ...*  
*Kenneth*  
*Jacqueline Brown*  
*Janet ...*