

Evanston Estates HOA — Meeting Minutes

Date: Thursday, September 18, 2025

Time: 7:10 PM (Mountain)

Location: Zoom

1) Call to Order

- Meeting called to order at **7:00 PM**.
- Account Balance
- Wells Fargo
- Business Checking \$56,688.93
- Business Platinum Savings \$20,009.69

2) Roll Call / Attendees

- **Directors Present:** Aminda Whitten, Erica Hansen, Diva Castaneda
- **Directors Absent:** None
- **Owners Present:** Carmen Rouarroyo (115 Incline Drive)

3) Agenda & Prior Minutes

- Agenda for September 18, 2025: Approved as presented.
- Minutes of prior meeting Reviewed

4) Reports & Discussions

A. Document Access

- Mr. Mooney requested a copy of the CCR's and Bylaws, board referred him to the website for documents.
- **Action:** Erica will scan and upload printable CCR's to the HOA website.

B. Compliance / Community Standards

- **Unit 151:** Notice posted for failure to pick up dog waste.
- **Unit 42:** Notice posted for aggressive chained dog.

C. Management Proposal

- Management company presented proposal to provide HOA management, bookkeeping, vendor coordination, and payment/collection services.
- **Board Vote:** 3–0 in favor of hiring, with caveat that annual increases will be capped.
- **Action:** Erica will contact management company for contract details.

D. Owner Input — Carmen Rouarroyo (115 Incline Drive)

- Inquired about roof repair, new backyard railing, and siding replacement.
- Suggested fixing parking lots; will provide a company contact for bidding.
- Volunteered to assist with calling past-due accounts and setting up payment plans.

E. Community Event Proposal

- Proposed a “Fall Clean-Up” large dumpster day.
- **Board Vote:** Approved unanimously.
- **Action:** Diva will call vendors for pricing.

5) New Business

- Accepted bid for Platinum Roofing to replace the roof of building 11. The contract is signed, the deposit check is in the mail. The estimated replacement date is September 29th.

6) Motions Recap

1. Hire management company with capped annual increase — **Approved 3–0.**
2. Implement “Fall Clean-Up” dumpster day — **Approved 3–0.**

7) Action Items

- Erica: Upload CCR’s to website; contact management company for contract.
 - Erica & Aminda: Compliance notices posted (Units 151 & 42).
 - Carmen: Submit contact info for parking lot bid.
 - Diva: Obtain pricing for dumpster rental.
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Adjournment: Meeting adjourned at **8:55 PM**.

Next Meeting: Thursday, October 16, 2025 at 7:00 PM (Mountain)