

**Forest Trails Unit 1 Homeowners Association Meeting**  
**Minutes**  
**August 9, 2025**  
**10:00 AM at the Heber-Overgaard Fire Station Conference Room 2061**  
**Lumber Valley Road, Overgaard, AZ 85933**

**Board Members in Attendance**

Shelley Moore, President	
Louanna Blackburn, Secretary	Steven Wiencek, Treasurer
Bruce Nester, Director	Jeff Kerr, Director (via telephone)

**Call to Order and Welcome**

Shelley Moore called the meeting to order at 10:01 AM. Board members were introduced. Shawn Blackburn was a guest in attendance.

**Review & Approval of Minutes of Regular Meeting, May 10, 2025**

Motion was made by Steven Wiencek and seconded by Bruce Nester to approve the minutes. The minutes were unanimously approved by the board members.

**Review & Approval of Minutes of Annual Meeting, June 14, 2025**

Motion was made by Steven Wiencek and seconded by Bruce Nester to approve the minutes. The minutes were unanimously approved by the board members.

**Old Business:**

- Street Parking Matter – Shelley Moore stated that this is now a matter of record. Bruce Nester inquired if this had been done electronically and Shelley confirmed.
- Corporation Commission Filings - Shelley Moore spoke with Drew (Advantage HOA & Accounting) and confirmed that the new board has been added and filed. This keeps the annual report for 2025 current to avoid lapse.
- Newsletter – 2<sup>nd</sup> Issue for 2025 - This was revisited to see if there was a need for a 2nd newsletter. Due to the cost of printing and mailing, this might be too much to send out. The yearly notice for dues should include the website to link to a newsletter.
- Go Daddy Website/Email Account -Shelley Moore stated that she tried to add Bruce Nester but there are issues adding other board members to the website and email account due to multi-factor authentication. Shelley Moore and Steven Wiencek will work together to find a solution.

**New Business :**

- Use of Zoom for Board & Member Meetings -Bruce Nester inquired about Steven Wiencek's Zoom account being more robust but raised concerns about it being a personal account that he pays for himself. Shelley Moore agreed and will look into the cost (approximately \$200/year) to be considered for our budget. Bruce inquired about

the ability to transcribe meetings stating that this would greatly benefit the board and the public. Steven will look into the transcribe function and report back to the board.

- Possible Creation of New FTUO Email Account -Bruce Nester raised concerns about the current email and what might happen to important information if we move away from the GoDaddy website. He proposed a new email that will allow all members of the board access. Shelley Moore stated that the GoDaddy account is on an old platform and is becoming obsolete. We will need to merge into the new platform or choose another. Steven Wiencek noted that the same issues might still arise from moving to a new website. GoDaddy is currently \$99/year. We can put the bylaws and violation notices on Drew's platform as our biggest concern is maintaining good records. Shelley Moore is currently printing out all important documents. Per our contract with Drew, the president and treasurer have access to the files. Shelley Moore is checking into violation notices on Drew's platform.
- Implementation of Cloud Storage for HOA Documents -Bruce Nester referred back to previous discussion and additional costs. Bruce will look into email formats and cloud storage. Board members discussed being good stewards of the HOA money and trying to avoid raising dues.
- Status of Current Arrearages - Shelley Moore reported that there was a total of \$2458 in outstanding HOA dues (\$1918 in assessments and \$540 in late charges). There were a few seriously delinquent properties to be discussed in the Executive Session. There are 31 delinquent lots. A second late notice has already been sent. Bruce Nester offered to check addresses. Louanna Blackburn stated that we should request forwarding services. Shelley Moore will prepare a courtesy letter. She will look up addresses using county tax rolls.

### **Treasurer's Report**

Steven Wiercek reports that there is currently \$16,105.49 in operating and \$22,291.52 in reserve for a total of \$38,397.01. Operating Account Balance factors in \$2458.00 in Accounts Receivables (Arrearages).

### **Architectural Committee Report**

Jeff Kerr stated that there is nothing new but asked Bruce Nester about the Cabin Shepard Guy. Bruce replied that the correct signs are posted on his lot and next door. The old signs are outside of the HOA. Steven Wiencek questioned about a house on Forest Park and Shelley Moore said that had been addressed and completed.

### **Open Forum**

No questions from the guest. Shelley Moore wanted to address concerns about dead trees in the neighborhood. There are many concerns about hazards and bark beetles. She would like to send out courtesy letters to affected properties. Jeff Kerr stated that we also need to assess the greenbelt and make sure we are also in compliance. This can be completed using contingency funds. Shelley Moore will drive through the community and green belt and report conditions back to the board. The board will decide from there how to proceed, possibly including concerns about mistletoe in the letter. This led to discussion on including links in our newsletter for firewise, bark beetle, and mistletoe concerns. Steven Wiencek stated that there

would be an Insurance agent at the next HOCRN meeting that may interest our community. The agenda will be sent to all board members for review.

**Adjournment for Executive Session**

Shelley Moore requested at 11:22 to adjourn for Executive Session

**Adjournment**

Shelley Moore motioned to adjourn the meeting and Steven Wiencek seconded. The meeting adjourned at 11:45