

Minutes for 7/22/15 Annual Meeting

Agenda:

1. Call meeting to order

Present - Board: Greg, Hector, Farida. **Owners:** Bruce (as proxy), Ethyl, Laurene, Diane G., Pam, Lori, Renee, Caroline, Lynn, Robert, Nancy McG, Farida, Oleg: Lisa of Appleton

Newly uncovered documents reveal we have 5 Board seats; filed with Recorder, Sept. 2007.
New Board elected by unanimous vote of majority of owners: Caroline, Bruce (proxy), Laurene, Greg, Farida. Paper proxy required for Bruce to act as Board Member.

2. Approval of Minutes for 17 June, 2015 – Minutes passed out to Board

	6/30/2015	6/30/2014
3. Treasurer's Report 6/30/2015: Operating expenses:	\$3,851.51*	\$1,595.04
Contingency savings:	\$6,350.80	\$6,350.80
Long-term savings:	\$16,661.29	\$6,121.90
Annual Assessment	\$10,442.00	\$-----
Current assets:	\$37,305.60	\$14,067.74

4. Budget Report

- Review of 2014/15 Budget against actual expenses increase. Relatively flat.
- 2014/15 Budget Annual Assessment category mostly funded.
- No dues increase: approved unanimously by Board at last meeting.
- Annual Assessment remains same. Approved unanimously by Board at last meeting.
- Select pages of Budget can be shared with members of the Association.
- Water is largest and most variable cost factor.
- Budget to be sent out for approval by Association members ASAP; [Later: by CC&Rs, no approval needed because no change; this action rescinded.]

5. Old Business (review of the year)

- Support beam in basement:** Determined safe by RamJack. Remove from report.
- FHA approval:** Actual approval necessary? Lisa was requested to determine this.
- 4755-A patio repair:** Completed by JC Garcia. Remove.
- 4755 – in general, back fences not original & need repair:** New Board issue.
- 4801-A noxious behavior** – No noted issues of recent/current concern. Remove.
- 4801-Complaint - resident feeding wildlife.** Hector: "collars" around deck supports.
- 4703-C Deck Repair.** Done. Remove from report.
- Cat/pet roaming issues;** HOA role; owner responsibilities. Remove. Report of cat roaming property noted.
- New Roof Estimates:** Table for 2 years. Remove from report.
- Water Meter:** Tabled indefinitely. Remove from report.
- Gas Lines:** Tabled for re-contact by city gas. Remove from report.
- Dues/Annual Assessment voted in by Board.** Payment coupons/schedules required. Being developed by Appleton.
- Move-in fee instituted** to recover HOA payment for costs. Remove from report.
- NOTE: It was noted that Lisa is the contact for contractors and bids.

6. New Business

- Budget overall 2015-2016:** Prepared; same as last year. Remove from Report.

- b. **Some report the Dues/Annual Assessment payment/system not clear.**
- c. **Proposal: Newsletter will be sent to all residents and owners.**
- d. Greg noted the proposed Newsletter may be replaced by a proposed Web site.
- e. **Sump pumps to be inspected. Continuing:** Committee.
- f. **Pests like wasps and rats noted on property.** Farida's been stung twice. Wasps because of warm weather, according to pest control rep, per Greg. Lisa to investigate cost of wasp control. Robert suggests we consider non-toxic options for pests. Avoid pass-along poisoning
- g. **Fine Policy needs review and consideration.** Committee.
- h. **Preparedness Committee.** Glennbrooke Ridge wishes us to join their effort. Members Diane and Amber will pursue; also on team are Farida, Robert, and Lori.
- i. **Blown Debris:** Appleton to review w/ landscape company owner. New vendor? Lisa.
- j. **ACR / Architectural Change Request Form:** Discussed; no action at this point.
- k. **Request by new owner for CC&R/Bylaws.** New Owner Packet? Web site? New clearer digital version of CC&Rs created by Amber Stene
- l. Hector has a loose fence on his property. [Later info notes this is Glennbrooke prop.]
- m. Tree "pitch" is showing up on Pam's deck.
- n. Oleg noted his hot water heater had leaked, suggested members check basements for leaks. Lisa noted water company may help in expenses in water incurred in leaks.

7. Ongoing Maintenance:

- a. **Moss treatment:** Done. Schedule new year. Lisa to bid out/schedule new fiscal year.
- b. **Gutter repair:** Done. Schedule new year. Lisa to bid out/schedule new fiscal year.
- c. **Landscaping: Building 4755, invasive ivy, trees and branches needing trim.** Lisa to verify landscape bid. Oleg noted two trees appear to threaten his home ... Diane said this was noted by the arborist and we have a bid. Bruce noted the broken tree behind their unit ... arborist has recommended removal.
- d. **Outdoor light bulbs.** Suggestion was to live with up to several bulbs being out if not necessary for safety, then getting a professional to replace them. Renee noted that the lights are off during dark hours in winter. Check with Glennbrooke on timing.
- e. **Update contact info owners & renters:** emergency contact info. Done/remove.

8. Create Committees suggested by Greg and others: Issues List on Agenda.

- a. **Landscape Committee.** Diane George & Pam Quale & Nancy McGann. Suggestion made by Nancy that all goals be worked on by individual buildings.

9. New CC&R points: Board Member Vote. Since 2007; 5 Board Members; 3 for quorum, majority rule, June Annual Meeting. Verified by G. at Multnomah County Recorder's office.

- [Earthquake Ins: Greg; have ins. rep at HOA meeting for overview and Q&A. Lisa to arrange.]
- [Delayed or no response from Board on new-buyer requests issue brought up.]
- [Request to share e-mails with other community members. The HOA Board and Appleton will not do this. Written approval by address owner to release the address will be required.]
- [New Board has 10 days to meet to organize - same time next week. All present agreed.]

10. Thanks very much for the last two years' service, Hector.

11. Adjourn Meeting – Done at 9:03.