

**Barrington Heights Assoc. Of Homeowner's
Meeting of the Board of Directors
West Linn Adult Community Center
Meeting for June 11, 2008**

Present: Bill Hupfer, Brad Arms, Margaret Juarez, board members, and David Meyer, proposed board member, and Sue Jones of the landscape committee.

Meeting called to order: 7:07 P.M. with three board members sufficient for a quorum.

1. **Board Positions:** Following introductions with no objections David Meyer was approved as a new director to replace Tim Holt who submitted his written resignation.
1. **Review Minutes of April meeting:** the minutes of the April 9, 2008 board of directors meeting were approve.
2. **Project Assignment:** a motion was made and approved to have one board member be in charge of special projects, specific recommendations for over-sight were:
 - a. Decorations – David
 - b. Electrical – Brad
 - c. Neighborhood Directory – Sandy
 - d. Newsletter – Margaret
 - e. Painting Iron Fences/Gates – Brad

All present approved, follow-up with Sandy for confirmation.

3. **Homeowner Forum:**
 - a. 3350 Barrington Drive requires attention. **Wes will follow-up with letter to homeowner.**
4. **Review Financial Documents:** Brad Arms presented and reviewed the current financial reports.
 - a. **Umpqua Bank \$15 *2 monthly maintenance fee:** with no objections from the board, the new \$15 per bank account fees is to be deducted from each of the two accounts (operating and reserve) and reflected on the financial statements, as such.
 - b. **Collection of receivables from homeowners:**
 - i. A motion was made and approved to have delinquent accounts submitted to the attorney for collection. The accounts of Foster, Ile, and Richardson will be forwarded immediately for consideration.
 - ii. Kingsley property is in continued state of disrepair. **Follow-up with Sue Jones for recommendation of possible personal property manager.** Brad will follow-up with attorney for collection course.
 - iii. Research collection policy, practice vs. homeowner documents. **Follow-up: Wes on 2009 billing indicate late fee and interest policy.**
 - c. **Reserve Issues:**
 - i. A motion was made and carried to accept the reserve study update completed in-house, the next reserve study scheduled is in 2009.
 - ii. Without objection, a reserve study for phase 11 road improvements will be deferred until the 2009-2010 and the completion of phase 11 developments.
 - d. **Financial Statement Review:**

- i. **NWCM** - Reclassify Newgard invoices $\$8,534 + \$2,885 = \$11,419$ to common area improvements account 6666.
 - e. **Presented preliminary 2009 budget.**
 - f. **Acceleration of Annual Assessments:** upon examination of the 2009 budget it appears the 2009 dues are expected to be \$500 per general household with adjustments for those on private streets. A motion and approval was received to establish a special meeting in the second week of October 2008 for the homeowners to review and approve the budget. Statements will be mailed in December for payment due January 1, 2009, delinquent February 1, 2009.
5. **Landscape:**
- a. **Committee Report:** Sue Jones reported the Salamo entry is re-landscaped and complete.
 - b. Holiday lights on the cherry trees on the Riverknoll Island. **Margaret will follow-up with Rich, Grow-Rite, to remove.**
 - c. No power at Barrington Dr and Beacon Hill, landscape dry without irrigation, check into replacement of electric controllers with battery operated models. **Margaret will follow-up.**
 - d. Vacant lots at Salamo require mowing, **Wes will schedule and bill property owner.**
6. **Membership:** All agreed and approved membership in C.A.I. (Community Associations Institute) Margaret will follow-up submitting application to Wes for payment of \$99 annual dues.
7. **Electrical:**
- a. Electrical Upgrades/Maintenance Islands and Bridges: Brad will oversee and coordinate with PGE and MPD for project completion. Focus on Imperial Island initially. Approval of time and charges to obtain PGE design and MPD scope of work.
 - b. Holiday lights are dependent on the outcome of the electrical upgrades.
8. **Painting:** Motion and approval of Siegner for gate and fence painting on Imperial at Radcliffe totaling \$3,900. Wes will allocate expense to private street and homeowner association as bid by contractor.
9. **Meeting Adjourned:**