

Barrington Heights Association of Homeowners
Board Meeting Minutes February 10, 2010

Meeting called to order at 7PM. Present; Board members Brad Arms, Surja Tjahaja, Bob Jester, NWCM property manager Wes Finchum, Greg Ankofski (ARC) , homeowners; Cliff Berry, Johann Olivier, Richard Mishago, Margaret Juarez.

Minutes from December 16, 2009 meeting approved.

Appointment of Board members: Nomination of Cliff Berry and Fred Shipman to serve as board members approved.

Nominations of Brad Arms as President, Bob Jester as Secretary and Fred shipman as Treasurer approved.

Home owner open forum: no new business.

Financial Report:

Discussion of collection notice accompanying annual assessment billing. Eighty homeowners are now past due in payment of annual assessment fee. Margaret will draft letter for board to review. Follow up with NWCM.

Motion to approve proposal from Schwindt and Co. for the financial review of 2009 results discussed and approved.

Motion to approve proposal from Anthony Matson CPA for the 2009 tax return discussed and approved.

Report on fidelity insurance was clarified in a follow up by NWCM.

Property manager report:

Sign on homeowner fence, letter to be sent to homeowner by NWCM per CC&R.

Maintenance plan for items to be completed in 2010 was discussed. The long range maintenance plan has had prior approval.

Committee reports:

Landscape committee review of proposals:

Motion to approve the 2010 contract from Seven Dees and authorize president to sign discussed and approved.

Motion to approve plantings at Wellington Place, Norfolk, Beacon Hill, and Fairhaven at a cost of \$3571 discussed and approved.

Motion to approve proposed drip irrigation systems to water at Beacon Hill and Barrington

hedges discussed and approved.

Motion to approve adding timers to homeowner irrigation systems to water at Fairhaven and Norfolk entrances at a cost of 3104 discussed and approved.

Motion to approve proposal for bark mulch at common areas for \$1535 to be paid out of reserves was discussed and approved.

Lighting and Electrical Committee Report:

Review and discussion of the lighting and electrical committee report.

Newsletter Committee:

Discussion from the newsletter committee. Agreement that materials for articles to be sent to Margaret who will continue the newsletter with contributions from board members and committee members to make it meaningful to homeowners.

Imperial Water Feature Ad Hoc Committee:

Discussion from the Ad Hoc Committee work on the Imperial Water

Feature. Greg will follow up with Hughes Water Garden to obtain complete proposal.

Drawing supplied by Hughes of an enhanced water feature was reviewed. NWCM will solicit additional bid from company with water feature specialty.

Further discussion on two options to move forward. One to improve the water feature and the second to replace the water feature with enhanced landscaping and lighting.

Old business:

Discussion and follow up regarding neighbor complaint of permanently installed basketball hoop in violation of CC&R. Both neighbors have been contacted. Follow up by NWCM to ensure compliance to the CC&R.

Discussion and follow up from neighbor to neighbor complaints regarding violations of CC&R. A letter requesting additional documentation from homeowner will be sent by NWCM.

New Business:

Discussion and approval of delegation of obligation authority to property manager: "The property manager is authorized to spend up to \$1000 for repairs and maintenance, after consultation with the Board President. The property manager is authorized to spend up to \$1,000 without the prior consultation of the board to remove unsafe condition or prevent loss of property and consultation with the Board President is not practical. However, at a minimum, immediate notification and documentation of expenditure to Board President via email is required".

Discussion and approval of delegation of obligation authority to Landscape Committee Chair, Sue Jones. "Susan Jones as Landscape Committee Chair, is authorized to commit BHAOH funds for irrigation repairs and landscape extras for the calendar year 2010 subject to the following conditions:

- i. Total 2010 spending for irrigation repairs and landscape extras must stay within the approved budgets of \$1,000 and \$4,000 respectively.
- ii. No single expenditure can be authorized for more than \$500 and projects shall not be split to meet this requirement.
- iii. All commitments must be to BHAOH approved vendors and must be documented in writing or by email.
- iv. Susan Jones agrees to maintain a log of spending authorized and spending billed by vendors on the form specified and this form shall be submitted for inclusion in the Board Pack for regular Board Meetings.
- v. Susan Jones will coordinate with the property manager and the treasurer and share information s requested.

Discussion and approval of letter to developer on CC&R compliance to Phase XI spec houses.

Discussion and approval of \$100 utility credit for homeowner of 2801 Beacon Hill for supplying water for seasonal flowers maintained by the Association on that property, provided the homeowner signs the utility agreement..

Discussion of Board Planning Meeting to continue via email.

Discussion of topics for future meetings.

**Next meeting scheduled for April 14th, 2010 at 7PM.
Meeting adjourned at 9:45PM.**