

Board of Directors Meeting Minutes
Barrington Heights Association of Homeowners
August 11, 2010

I. Meeting called to order at 7:00 PM

Present: Board members Brad Arms, Fred Shipman, Surja Tjahaja and Cliff Berry; property manager, Wes Finchum; homeowners Erfan Arsanjani, Neil and Susan Loebner, Sara Whitlock, Margaret Juarez, William Weber, Cammy Pierson and Joo Ri Kim.

II. Minutes from June 9, 2010 were approved.

III. Homeowner Hearings and Appeals – Brad Arms made a brief comment, before the hearings, advising those in attendance that the Board is legally obligated to enforce the CC&Rs.

1. 2706 Beacon Hill – Joo Ri Kim presented her case regarding the basketball hoop located in her front yard. The Board advised Ms. Kim that the basketball hoop must be removed and that she had 30 days to comply. If the homeowner does not comply within this timeframe, a daily fine will be imposed.
2. 3580 Riverknoll – The homeowner was not in attendance, however Brad Arms has spoken to this person about the landscape issues that need to be dealt with. The homeowner has agreed to move the cyclone fence back from the curb 40 feet and to improve the sod & shrub bed conditions from the fence out to the curb. The homeowner was given 2 weeks to complete this work.
3. 3440 Riverknoll – The homeowner was not in attendance. The garage does not meet Association standards. It seems that the homeowner has moved out of the house. Daily fines will be imposed until the garaged condition complies with standards.
4. 3480 Riverknoll - ARC has rejected the roof that was installed because it does not meet Association standards. The Board upheld the ARC committee decision, requiring the homeowner to comply with standards. A compliance letter will be sent to the homeowner.
5. 3305 Barrington – This was a large project that did not receive ARC approval before the work started. Subsequent to the work being completed, ARC approved the roof but rejected the stone veneer. The property management company, however, mistakenly sent an approval letter for this veneer. Because of this oversight, the Board overturned the ARC decision and approved the stone. Brad Arms abstained due to being on the ARC. Surja Tjahaja abstained.

IV. Homeowner Open Forum – No additional presentations or comments were made.

V. Financial & Treasurer's report

1. Financial Results – Financial results were reviewed and there were no discrepancies noted. The overall results for the month were close to budget.
2. Collection of 2010 Assessments – No outstanding collections were made this past month. There has been \$180 worth of assessed penalties this past month.
3. Delegated approval to President – The Board approved, the president of the HOA to have the authority to approve projects and expenditures not to exceed \$1000 per project. This applies to both new projects and over-runs of authorizations previously approved by the Board.
4. Reserve Study – The Board agreed that the President and Treasurer would finalize the 30 year Ascended Contribution schedule.

5. Budget Draft – The President and Treasurer will fine tune the first draft and be prepared submit for approval at the next Board meeting.
6. Approval of Pacific Western Bank Resolution – The Board approved Pacific Western Bank as their new bank. The president and/or the Treasurer will execute all related documents relating to this change.
7. Workers Compensation – The Board voted not to have workers compensation insurance that was recommended by NW Community Management.

VI. President's Report

1. Projects w/o ARC pre-approval – Brad briefly reviewed a list of projects completed by homeowners that did not receive ARC approval. It is hoped with recent communication through the newsletter and post cards, that future projects violations will be minimized. Penalties were discussed for violators but nothing was finalized.
2. Site Review Process Changes - Brad advised that he has had one meeting with his committee and a 2nd planned.

VII Property Manager's Report

1. Amendment II - Voting on Phase 3 was extended to September 27th. Phases 5 & 8 passed with 75% of homeowners in favor.
2. Landscape Lights – The Board approved \$1960.60 to replace lights outlined in MPD's proposal dated 6/11/10. Insurance will cover \$542 of this amount.
3. Damaged Pillar and Arborvitae update – The damaged pillar has been removed by the contractor at no cost to the HOA. Damaged Arborvitae were replaced and charged to Clem's Tractor.
4. Compliance Log – Wes briefly reviewed the compliance log dated 8/5/10.

VIII Committee Reports

1. Electronic Communications – The Board discussed options to secure email address from homeowners. It was decided that a special request would be made with the next mailer asking for this information from the homeowners. Wes is to take the lead on this process.
2. Landscape Committee - Due to time constraints and the absence of the committee chair, no discussion was held.
3. Master Plan - Fred Shipman advised that due to the support and passage of Amendment II, no meetings have been held this past month.
4. Newsletter and Directory Committee – Margaret received congratulations on her last newsletter.
5. Neighborhood Standards Committee - Brad advised that one meeting has been held and a 2nd is being scheduled.
6. Website Update - The Board approved the contract that was presented at the meeting.

7. Sidewalk Committee – Brad Arms advised that he is scheduling a meeting this month in hopes of finalizing a possible approach with the city that would benefit the Association and the homeowner.
8. Holiday Decorations – Brad Arms advised that he will develop a proposal with our current vendor and present to the Board.

IX Adjournment – The Board meeting adjourned at 9:56 pm.