

**Board of Directors Meeting
Barrington Heights Association of Homeowners
October 13, 2010**

I. Meeting called to order at 7PM.

Board members present; Brad Arms, Fred Shipman, Surja Tjahaja, Robert Jester, absent; Cliff Berry. Property manager Kathy Hutchinson and homeowner Bill Hupfer present.

II. Introduction of Kathy Hutchison, acting community manager.

III. Minutes from August 11, 2010 reviewed and approved.

IV. There was no new business brought forward at the homeowner forum.

V. Financial and Treasurer's Report

1. Financial Results from January income/revenues reviewed and discussed.

2. Status of collections of assessments was reviewed and discussed with no change noted from last report.

3. Motion to approve budget was discussed and approved. NWCM to follow up on showing collections and allocations to reserve fund in January.

VI. Presidents report

1. Updates from last meeting were discussed. Homeowner removed permanent basketball hoop as directed. Homeowner submitted ARC for replacement roofing material to comply with ARC and board direction.

2. Update on compliance process was discussed. A walking tour of the neighborhood and driving tour were both done during the month. Noted was dead grass on parking strips and lawns with 40 letters sent to homeowners as reminders of the CC&R's for landscape maintenance.

3. Complaints regarding sports banner and solicitation was discussed. There have been complaints about a sports banner in homeowner window. A

letter referencing the CC&R regarding signs to be sent to homeowner.

4. A homeowner complained about solicitations being left on door and in driveway. Brad to follow up with city sign code.

5. ARC process and fines and communication discussed. A letter to homeowners outlining the alternatives for adding fines for projects without an ARC was approved to be sent. The options are increase in annual assessments of \$50 to all homeowners or having a fine of \$500 to violators of the ARC process to cover these costs.

6. ARC process and changes and results were discussed by board.

7. Annual meeting and election of officers is scheduled for the 2nd Tuesday in January. **All homeowners are encouraged to attend to meet the quorum requirements to conduct an election of board members and officers at this meeting.**

VII. Property managers report

1. Amendment II passed in phase IV.

2. Final amendment letter to homeowners in phases III, V and VIII will be sent for approval.

3. Request by NWCM to email board packs in the future to save cost to homeowners for delivery of documents. A hard copy of the pack will be available at the meeting. Request by board member Tjahaja to have a hard copy in advance of the meeting will be accommodated by NWCM. Suggestion was made by NWCM to have volunteer place and remove signs for homeowner association meetings to further save homeowners cost was adopted. The secretary will assume responsibility for this task.

4. NWCM recommends the same number of contract hours for 2011 as in the 2010 contract.

5. Request by NWCM to implement a new billing/cover letter/budget/portal NWCM is to review the Barrington Heights documents to see if the recommendation for electronic process is permissible.

6. There was much discussion on the recommendation by NWCM on email collection with opt out clause. Brad requested NWCM provide ORS reference to state law on privacy and email.

7. Compliance log was reviewed. A request by board member Jester too have ARC request sent to board members in real time was discussed.

NWCM stated the new electronic tracking system will be accessible real time by board members via portal.

VIII. Committee Reports

1. Neighborhood Standards Committee (Arms)
 - A. The final report of October 5, 2010 by the committee was reviewed by the board.
 - B. Motions to approve the modified rules and regulations from this report on planting strips and basketball hoops were discussed and approved.
 - C. Action on enforcement and communication was discussed.
 - D. Communication to homeowners was discussed.
2. Newsletter will be sent to homeowners in November.
3. Holiday decorations budget recommendation for this year of \$13,426 was discussed and approved.
4. Street tree update provided by Brad Arms.
5. Sidewalk committee updated by Brad Arms.

IX. Meeting adjourned at 9:15pm.