

Location: West Linn Adult Community Center

Board Members in attendance:

Director 1 - Jere McLaurin, President

Director 2 - Richard Mishaga, Treasurer

Director 3 - Grace Cargni, Secretary

Director 4 - Richard Freeman, Board Director

Absent: Director 5 – Clint Weiler, Board Director

Guests: None

⇒ Meeting called to order: 7:02 by Jere McLaurin.

1. Open Forum & Committee reports: Sue Jones from landscaping committee addressed the Board that she will be meeting with Sean Snodgrass and do a walk-through of all areas currently managed by 7 Dee's.

⇒ **Action:** Address sprinklers that are over spraying water unto sidewalks (i.e. Barrington Dr. and Beacon Hill) also, address trimming back of overgrown shrubs that are currently blocking light sensors. (i.e. Riverknoll Ct monument)

2. & 3. Approval of Minutes: Approval of May 27<sup>th</sup> minutes by Jere McLaurin

⇒ **Action:** to set up Committee descriptions for future mailings to encourage homeowners to volunteer for BH AOH committees. Grace to work with Jere to establish the committee descriptions.

⇒ **Action:** Jere McLaurin suggested that one or two additional dates be added for Board of Director meetings. These are to be added prior to year-end and the Annual Meeting in January of 2016.

Motion to add one meeting in Sept. or Nov. by Richard Freeman.

Second, Jere McLaurin. Motion passed.

⇒ **Action:** Stacy to send an email to all Board Directors to explore possible date change for all future Board of Director meetings. Changing from Second Wednesday to possibly third Tuesday or other.

4. Financial Report: presented by Rick Mishaga, Motion to approve by Jere McLaurin, second by Grace Cargni. Motion passed.

⇒ **Action:** Assessment and research is needed to find 2 separate financial institutions for banking. Taking the recommendation of CPA as currently

about \$50,000 of BH AOH monies are not covered by the FDIC and are vulnerable.

5. Aging Delinquencies:

Motion to Write-off delinquencies of \$35 or less.

Motion to approve, Jere. Second, Rick Mishaga. Motion: passed.

6. Community Collect Report: motion to write off account number 24683 Jere Mclaurin. Second, Rick Mishaga. motion passed.

7. 2014 Draft Financial Review:

Motion to approve, Jere. Second, Richard Freeman. Motion passed.

⇒ **Action:** Establish a comparative bidding process

⇒ **Action:** Establish scope of work requirements for all bids.

8. Revised Management Service Agreement:

Motion to **not** approve contract as it is currently written, and motion to table until re-written and addressed at next BHAOH meeting, Jere Mclaurin.

Second, Richard Freeman. Motion approved.

⇒ **Action:** Jere to email Stacy with Board concerns, as to some as written language. (i.e. Management may hire outside professional firms at BHAOH expense. Termination can be at will and electronic media would not get turned over to BHAOH. Confidentiality, that BHAOH would be liable).

9. Power Washing Proposal:

Motion to approve All Wet, Jere Mclaurin. Second, Richard Freeman.

exception: they need to provide clarification in regards to black markings on brick, and also how they will address cleanup. Motion passed with provisions as stated above.

10. Brick Sealing Proposal:

Table this proposal until all bids are updated with equal scope of work identified. Ask: if a discount can be offered if purchased in winter? What is the recommended application time from power washing to sealing?

What type of chemicals will be used (oil vs. water), and lastly what method of application will be use (i.e. rolled or spray)?

Motion to table, Jere Mclaurin. Second, Richard Freeman. Motion to table passed.

11. Salamo Sidewalk Repair Proposal:

Motion to Table until Richard Freeman has a chance to look into West Linn City offer to help with repairs, introduced to Board by Meredith Oldstem. In addition, Richard is to find out if the City will take financial responsibility for the needed repairs as it is the city of West Linn City property and not Barrington Heights owned property. Once this investigation is done and concluded, Board can approve going forward with project by email.

12 Wrought Iron Fencing Repair Proposal:

Motion to table until Richard Freeman has a chance to meet with the repair companies and discuss scope of work and bids.

13. Lighting Renovation Proposal:

Motion to table this until additional bids are attained.

14. Phase 11 Street Sign:

Resolved. Homeowner (Maria & Steve Duea) will paint curb with house number.

15. Directory:

Open item as Richard Freeman will chair the committee.

Only Homeowners should be in directory (if property is rented or leased, the tenants will not be listed in the directory)

**Action:** Stacy to have Kyle Grant re-write postcard/mailer verbiage as in example on page 154 of Board-pack, and send for Board approval via email.

16. Nouri Property Mowing:

⇒ **Action:** Stacy to invoice Mr. Nouri \$150 for mowing that has occurred to date in 2015. Going forward automatic assessments will take place as per signed agreement by Mr. Nouri in April of 2010.

17. Fire Break Maintenance:

Motion to table, Jere Mclaurin.

- ⇒ **Action:** Rick Mishaga has agreed to take the lead as appointed by Jere Mclaurin. Rick is to define the scope of work and recommended strategy as to what needs to be done in order to properly maintain the Fire Break area on ODOT land. Stacy to send Rick, Sean Snodgrass contact info.
- ⇒ **Action:** No other Board member is to be involved or take any self directed initiative in this matter.

18. Neighborhood Association Relations:

Going forward the BHAOH Board of Directors is committed to work with and side by side with the BHTC&HW Neighbor Association.

Motion to pass, Jere Mclaurin. Second, Grace Cargni. Motion passed.

Adjourn

Director 1- Jere Mclaurin moved to adjourn the meeting

Director 3- Grace Cargni seconded the motion

Meeting adjourned at 9:29