

July 16th 2015

Barrington Heights Association of Homeowner Board Meeting.

Location: West Linn Adult Community Center

Board Members in attendance:

Director 1 - Jere Mclaurin - President

Director 2 - Rick Mishaga - Treasurer

Director 3 - Grace Cargni - Secretary

Director 4 - Richard Freeman

Director 5 - Clint Weiler

Absent Board Members: Rick Mishaga

Meeting called to order 7:00

Guests: Roberta Schwarz- President of the Savannah Oaks Neighborhood Assoc.

#1 Open Forum & Committee reports:

Roberta Schwarz- President of the Savannah Oaks Neighborhood Assoc. Speaking on the Topic of the ConAm Office Business Commercial (OBC) apartment project off Blankenship and Tannler.

[if !supportLists]⇒ [endif]**Action:** Roberta's request to Barrington Heights AOH is for support in disseminating information and request/looking for \$50 donation from at least 150 persons.

#2 Committee report:

Description of committees was previously sent to Jere by email from Grace. Descriptions taken from the Board Manual.

Action: Next newsletter to include these descriptions to homeowners, let them know how many persons are needed to fill these positions, and also so that they know what their time commitment would be.

Tracy asked if we Will we use Brittney for newsletter and it to go out by email?

Action: Richard suggested that once all emails are in from the Directory forms that we send and email out to confirm them. Stacy needs that board to take on that task. Richard was in agreement to this.

Action: Jere would like to discuss with Northwest Web Services, the formatting of our electronic newsletter, so that it can be printed out and send in soft copy mailing. It is not acceptable to the Board that the current formatting does not support a paper mailing.

First order of business:

#3 Approval of Minutes

Jere, motion to approve June 2015 minutes. Second, Richard Freeman. Motion passed, minutes approved.

#4_List from Prior Meeting reviewed.

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#5 Financial Statement Review: Richard Mishaga was absent at this meeting. Jere moved to approve financial statement for May as written and reviewed in Directors meeting packet pages 8-17. Grace Second the motion, motion passed and approved.

#6 Aging delinquencies reviewed and accepted by Jere Mclaurin

#7 Treasury Management proposal of moving some operating and reserve funds that can have easy access and will protect the funds from being in one financial institution. Recommendation by the Vice President of Accounting is to move the Operating Funds in the money market (65,281) and \$50,00 in Reserves. This proposal was accepted and approved by the Board- Jere motioned to move the funds, motioned passed by Board.

Action: Tracy to work with the vice president of accounting to move these funds using the Treasury Management proposal

#8 D&O Liability Policy to protect Directors & Officers as well as Committee members and volunteers.

Jere recommends that we possibly change companies and adopt a new company with a policy that will best cover Directors, Officers and Committee members. As State Farm our current company, the policy falls short of adequate coverage.

Action: Jere to research new companies and policies as our current policy comes up for renewal in January 2016. If anyone has any expertise in Insurance related areas, Jere would appreciate input.

#9 Reserves Analysis Motion by Jere to do an offsite analysis is recommended for 2015 instead on onsite. Waiting another year to do the onsite. Second by Richard Freeman. Motion passed.

#10 Salamo Mole removal

Action Clint to check with his contact get scope of work and proposal on pricing for mole removal, as it could be less expensive than 7 Dee's proposal. Possibly only \$250 for once a week service for 3 months instead of 7 Dee's \$250 to \$300 per month.

#11 Wrought Iron Fencing

API's proposal accepted for removal and replacement of fencing at Radcliffe. Motion to approve \$400 bid by Jere, Grace Second, motion approved.

#12 All Wet Revised Power Washing Proposal

Action: Find out how waste water is contained? Does it go down storm drain?

#13 Brick Sealing Proposals

Jere motioned to proceed with Detail Image Restoration bid of \$8090 as it was fair bid, and they are best to handle the job.

Motion passed by board to proceed with power washing and sealant on the assumption that all questions be answered to Board satisfaction by the vendors.

#14 Holiday Lighting Contract:

#16 Lighting Replacement Update: We will support replacement of lighting

- **Action:** get statement of work , scope of work for all lighting by working with landscape and lighting committees so that we can hopefully work with one vendor to do all lighting projects.

]Switch to warm LED fixtures, extend the lighting along the front entrance wall, replace the previously removed light fixtures. Add lighting to the entrance monument on the back side. Address photo cells.

- #17 Comparative Bidding process:

Action: add language/statement to Board Manual that says that Board must get 2 to 3 bids for each job that is \$1000 or more.

#18 Block Party request by Erika Allard

Action: Fund \$500 & Grace to work with Erika on this.

Jere Motion to pass approval of Block Party. Motion Passed by Board

#19 Nori property needs to mowed

Action: Stacy to send letter to Mr. Nori and that he will need to pay for the mowing.

Firebreak: waiting for Rick's report and recommendations of land management.

Meeting adjourned at 9:45

Minutes taken by Grace Cargni