

Barrington Heights Association of Homeowners

Board of Directors Meeting

Minutes – September 4, 2019

Location: West Linn Adult Community Center
1180 Rosemont Rd, West Linn, OR 97068

Board Members Present: Jere McLaurin, Robert Jester, Richard Freeman, and Grace Cargni.

Board Members Absent: Clint Weiler

Management Representative: Madison Castillo, Senior Community Association Manager

Call to Order:

The meeting was called to order at 6:00 p.m. by Board President, Jere McLaurin.

Approval of July Meeting Minutes

It was motioned by Grace Cargni, seconded by Jere McLaurin to approve the July 17, 2019 Board Meeting Minutes, as written. All Board members present were in favor. Motion carried 4-0.

Homeowner Forum:

The homeowners in attendance were afforded the opportunity to discuss association related matters with the Board members.

Committee Reports:

- No committee reports were given at this time.

Financial Report:

It was motioned by Robert Jester, seconded by Jere McLaurin to accept the June and July financial statements, as presented by The Management Trust. All Board members present were in favor. Motion carried 4-0.

Management recommended writing off an uncollectable balance for account number 660878 in the amount of \$309.79. It was motioned by Robert Jester, seconded by Grace Cargni to write off the uncollectable balance to bad debt. All Board members present were in favor. Motion carried 4-0.

Compliance Log: The Board reviewed the compliance log provided by Management. Management reported that they were able to close several violations. No action was required.

Unfinished Business:

- **Mailbox Replacement:** Management advised that the final mailbox replacement begun on September 4th now that the location was finalized. No further action is required.
- **Imperial Drainage:** Client Weiler and Jason Grosz are working together to finalize the property access agreements for the two homes on Imperial that will be affected when the drainage project is completed. Robert Jester was tasked with following up with Clint on this matter.
- **2020 Reserve Study:** It was motioned by Jere McLaurin, seconded by Richard Freeman to proceed with PONO Building Consultants for the 2020 Reserve Study. All Board members present were in favor. Motion carried 4-0.

- **Holiday Lighting:** Ben Brough's Masonry is taking over all holiday lighting for Innovative Nightscapes. There will be no price increase for this holiday season. This vendor has been approved for this holiday season, and the Board will monitor performance to determine how to proceed next year.

New Business:

- **Turf Survey Response Letter:** Management drafted a response letter to the homeowners at 3821 Fairhaven Drive regarding their artificial turf appeal. The letter was unanimously approved and Management was directed to have Jason Grosz review the letter, prior to it being sent out.
- **Monument Cleaning and Curb Painting Project:** It was unanimously approved by the Board members present to allocate an expense not to exceed \$3,000 to have all of the monuments, curbs, and bridges pressure washed. Once the curbs are cleaned, it was decided that the curbs will then be immediately painted yellow with reflective paint. The Board unanimously approved an expense not to exceed \$3,000 to have Coast Pavement Services complete the yellow reflective painting of the curbs.

Adjournment:

With no further items on the agenda, the meeting was adjourned at 7:01pm. The next meeting is scheduled for October 2, 2019 at 6:00pm.