

# Barrington Heights Association of Homeowners

Board of Directors Meeting

Minutes – December 4, 2019

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

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

**Board Members Absent:** None

**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 November Meeting Minutes**

It was motioned Jere McLaurin, and seconded by Grace Cargni to approve the November 6, 2019 Board Meeting Minutes, as written. All Board members were in favor. Motion carried 5-0.

## **Homeowner Forum:**

No homeowners other than the Board members were present at the meeting.

## **Committee Reports:**

Robert Jester reported that the survey markers on Salamo Rd are a cable utility related matter.

## **Financial Report:**

It was motioned by Robert Jester, seconded by Jere McLaurin to accept the October financial statements, as presented by The Management Trust. All Board members were in favor. Motion carried 5-0.

**Action Item Tracker:** The Board reviewed the action item tracker and provided updates to Management accordingly.

**Compliance Log:** The Board reviewed the compliance log provided by Management. Management reported that they were able to close several violations and begun fines on others. No further action was required by the Board.

## **Unfinished Business:**

- **Imperial Drainage:** Clint Weiler provided an update on the status of the project. The repairs are scheduled to start Monday, December 9<sup>th</sup> and both owners affected have been notified.
- **2020 Reserve Study:** It was motioned by Jere McLaurin, seconded by Grace Cargni to approve the 2020 Reserve Study presented by Pono Building Consultants. All Board members were in favor. Motion carried 5-0.
- **2020 Budget:** It was motioned by Jere McLaurin, seconded by Robert Jester to approve the revised 2020 budget. Additionally, the Board approved two alternative payment programs that will be tested this fiscal year. The first option allows owners to enroll in 6 months (January –

June) of equal automatic payments, and the second option allows for two semi-annual (January and July) payments, with the second payment including interest of 3%.

- **Phase 10 & 11 CC&R Amendment Update:** The Board discussed the status of the Phase 10 & 11 (Barrington North & Beacon Hill Estates) CC&R Amendment update. No action was required, but a plan was put in place for obtaining signatures. The deadline for achieving the vote is December 20<sup>th</sup>, 2019.

**New Business:**

- **Committee Appointments:** It was motioned by Jere McLaurin, seconded by Robert Jester to appoint the following committee members:

**Landscaping Committee**

Lead: Scott and Monique Walton

Members: Joe Johnson, Randy Ilas and Surja Tjahaja

**Website & Communication Committee**

Lead: Surja Tjahaja

**Welcome Committee**

Lead: Beverly Loughman

Members: MaryAnn Clausen, Desiree Piccini

**Social Committee**

Lead: Grace Cargni

Members: Shannon Ilas, Susan Meadows, Desiree Piccini

All Board members were in favor. Motion carried 5-0.

- **Arborvitae Replacement:** It was motioned by Jere McLaurin, seconded by Grace Cargni to approve 7 Dee's proposal to remove and replace arborvitae at various locations through the community for a total cost of \$8,079. All Board members were in favor. Motion carried 5-0.

**Adjournment:**

The meeting was adjourned into Executive session at 7:21pm. The Board reconvened into Open session at 7:44pm. The Board provided a brief update on their Executive session, stating that a delinquency matter and pending legal matter were discussed. With no further items on the agenda for discussion, the meeting was adjourned at 7:45pm.

It was announced that the next Board meeting is scheduled for February 5, 2020 at 6:00pm. The Annual Meeting is scheduled for January 8, 2020 at 6:30pm.