

# Barrington Heights Association of Homeowners

## Board of Directors Meeting

Minutes – March 4, 2020

**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 Clint Weiler to approve the December 4, 2019 Board Meeting Minutes, as written. All Board members were in favor. Motion carried 5-0.

### **Homeowner Forum:**

Several homeowners were present at the meeting to observe the Board conduct business. No specific items were discussed during the open forum.

### **Committee Reports:**

Robert Jester and Clint Weiler gave updates on mailbox replacements and mailbox safety. One mailbox was vandalized on Halloween, and two were victims of theft that required full replacement. These mailbox replacements are being paid by the master insurance carrier, subject to the deductible only. A police report was made regarding the mail theft, and Robert Jester advised owners to remove their mail daily and drop outgoing mail in the morning. This is due to the fact that most mail thefts occur overnight.

### **Financial Report:**

It was motioned by Robert Jester, seconded by Jere McLaurin to accept the January 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 initial attempt was unsuccessful, so new permits are being pulled and a second attempt will occur at a later date.

**New Business:**

- **2021 Reserve Study:** It was motioned by Jere McLaurin, seconded by Robert Jester to accept the Pono Building Consultants reserve study proposal for their three-year pricing for a total annual price of \$830. All Board members were in favor. Motion carried 5-0.
  
- **Holiday Lighting:** The Board had a discussion about the new holiday lighting contractor and unanimously decided to proceed with the same installer for the 2020 holiday year.
  
- **Architectural Appeal:** The owners at 2931 Beacon Hill appealed the Architectural Review Committee's denial of their garage addition. The provided documentation to show that the addition would not impede the neighbor's view from their home. The Board designated Jere McLaurin, Clint Weiler, and Greg Ankofski to have an onsite meeting with the owners and their architect to review any potential view obstruction.

**Adjournment:**

The meeting was adjourned into Executive session at 7:14pm. The Board reconvened into Open session at 7:44pm. The Board provided a brief update on their Executive session, stating that delinquency matters, and pending legal matters were discussed. With no further items on the agenda for discussion, the meeting was adjourned at 7:37pm.

It was announced that the next Board meeting is scheduled for April 15, 2020 at 6:00pm.