

# Barrington Heights Association of Homeowners

Board of Directors Meeting

Minutes – December 2, 2020

**Location:** Zoom (due to COVID-19)

**Meeting ID:** 974 7181 4939 **Passcode:** 684350

**Board Members Present:** 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 6:07PM.

## **Approval of Meeting Minutes**

The November 4, 2020 Board Meeting minutes' approval was tabled to the January meeting to allow further Board review.

## **Committee Reports:**

- Architectural Committee Update – There was no new information to report on behalf of the Architectural Review Committee.
- Safety Committee – Robert provided an update and stated that street lighting is handled differently in the Barrington Heights community, and he will be asking residents to report lighting outages to the Board or Management.

## **Financial Report:**

Due to The Management Trust's pending software conversion, no new financial statements were available at the time of the meeting.

**Action Item Tracker:** The Board reviewed the action item tracker and provided updates to Management accordingly. Management updated the Board and stated that the Wellington Creek clean-up project will be scheduled soon.

**Compliance Log:** The Board reviewed the compliance log provided by Management. Management updated the Board and stated that the boat on Imperial Drive has been removed. No further action was required by the Board.

## **Unfinished Business:**

- **Imperial Drainage Project:** No Board action required at this time. The association's legal counsel is working on drafting a letter to the City of West Linn.

## **New Business:**

- **2021 Budget:** It was motioned by Grace Carni, and seconded by Richard Freeman to approve the proposed budget prepared by The Management Trust, which would increase the general assessment to \$585 annually. The increase was due to a more aggressive reserve funding model, and most operating expenses remained stagnant.

**Adjournment:**

The meeting was adjourned into Executive session at 6:34pm. The Board reconvened into Open session at 6:52pm. 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 6:54pm.

The next Board meeting is scheduled for February 3, 2021 at 6:00PM via Zoom. The Annual Meeting is tentatively scheduled for Wednesday, January 13, 2021 at 6:00PM via Zoom. Please refer to email blasts and the association's website for Zoom login information.