

Barrington Heights Association of Homeowners

Board of Directors Meeting

Minutes – October 6, 2021

Location: Zoom (due to COVID)

Board Members Present: Robert Jester, Gail Carnahan, Cindy Maggi, Grace Cargni

Management Representative: Madison Castillo, Executive Community Association Manager

Call to Order

The meeting was called to order at 6:07PM.

Homeowner Forum

There were no homeowners, aside from Board members, in attendance at the meeting during the homeowner forum.

Secretary's Report

Approval of Meeting Minutes: It was motioned by Cindy Maggi, seconded by Robert Jester to approve the September 1, 2021 Board Meeting minutes as written. All Board members present were in favor, motion carried.

Committee Reports

Architectural Committee – Grace reported that all is going well on the Architectural Review Committee.

Landscape Committee – There was discussion regarding parameters for the Landscape Committee. One point person will need to be identified, a budget will need to be set, and updates to be submitted in advance of Board meetings and the committee can create their mission statement. The landscape committee will also be asked to engage on the Wellington Place monument planters.

Safety Committee – Robert reported that he would give the Safety Committee update with the Storm Damage restoration Update later in the meeting.

Financial Report:

The Board reviewed the August 2021 financial statements prepared by The Management Trust. Gail provided a Treasurer Report and recommended approval. There were some questions regarding the aging report that Management was directed to look into. It was motioned by Robert Jester, seconded by Cindy Maggi to approve the August 2021 financial statements as presented. Motion carried.

Action Item Tracker: The Board reviewed the action item tracker and provided updates to Management accordingly. The majority of the outstanding items for Management were on the agenda for discussion. The architectural log and compliance report were also provided as part of Management's update. The Board advised Management to have Dee's proceed with the original landscaping renovation bid for the Barrington / Beacon Hill median.

Unfinished Business:

- **Storm Damage Restoration** – The Board discussed the storm damage restoration to be completed by the City of West Linn. The sidewalk repair, stump grinding, and tree replacement project is anticipated to cost a couple million dollars and take 3-4 years to complete. The current discussion on the table would be to send out a survey to the owners, asking them to

prioritize some of the restoration projects due to lack of funds. The association's street lighting was also discussed, as many of the light poles are damaged or not functional throughout the community. The City approached the association and would like to have further discussions, as the light poles will likely need to be repaired or replaced during the stump grinding and tree replacement effort. Robert is going to contact the City and schedule another sit down meeting to discuss how to proceed.

New Business:

- **Sidewalk Grinding Project:** The Board tabled this item for further discussion after working with the City on the large storm restoration project.

- **Management Contract:** The Board reviewed a revised management contract presented by The Management Trust, which included two site reviews per month in April – September for a total contract average of \$2,195 per month. The Board unanimously approved the revised contract, which is set to begin January 1, 2022.

Adjournment:

With no further items on the agenda for discussion, the meeting was adjourned at 7:47pm. The next Board meeting is scheduled for November 3, 2021 at 6:00PM via Zoom. Please refer to email blasts and the association's website for Zoom login information.