

# Barrington Heights Association of Homeowners

Board of Directors Meeting Minutes

December 1, 2021

**Location:** Zoom

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

**Management Representative:** Madison Castillo, Executive Community Association Manager

## Call to Order

The meeting was called to order at 6:03PM.

## Homeowner Forum

There was one homeowner, aside from Board members, in attendance at the meeting during the homeowner forum. They discussed a variety of concerns ranging from sign enforcement, leaf clean-up and neighbor compliance with yard maintenance.

## Secretary's Report

Approval of Meeting Minutes: It was motioned by Grace Cargni, seconded by Cindy Maggi to approve the November 3, 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 – No Committee members attended the meeting. Grace advised she would work on getting the committee members together in the New Year.

Safety Committee – The Safety Committee report was deferred until later in the meeting to be discussed under Storm Damage Restoration.

## Financial Report:

The Board reviewed the October 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 October 2021 financial statements as presented. Motion carried. Additionally, the Board approved to write off two uncollectible accounts off to bad debt.

**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. A list of all open compliance matters will be provided in future Board documents.

## Unfinished Business:

- **Storm Damage Restoration** – Robert provided an update regarding the Storm Damage Restoration effort in collaboration with the City of West Linn. The most recent update was that the city would be sending out a survey to the residents of West Linn asking them to prioritize the necessary capital improvements needed throughout the City, the tree restoration effort being included in that list. Additionally, Robert reported that the City Manager would be

attending the Annual Meeting in January and will be asked to provide additional updates on this matter. It was also advised that the City of West Linn purchased the ODOT property that neighbors the association, where firebreak maintenance has been handled by Barrington Heights. Robert advised he would be discussing how future maintenance will be handled in this area.

**New Business:**

- **2022 Annual Budget and Reserve Study:** The Board reviewed the draft budget for the 2022 fiscal year. Gail presented a full report, going over the Operating and Reserve expense line items. Due to inflation and increased service contracts, the Annual assessment increased from \$585 to \$635. It was motioned by Robert Jester, seconded by Grace Cargni to approve the 2022 Budget and Reserve Study as presented. All Board members present were in favor. Motion carried.

**Adjournment:**

With no further items on the agenda for discussion, the meeting was adjourned at 8:24PM. The next Board meeting is scheduled for February 2, 2022 at 6:00PM via Zoom. The Annual Meeting is scheduled for January 12, 2022 at 6:00PM. Please refer to email blasts and the association's website for Zoom login information.