

GLENWOOD PLACE HOA BOARD MEETING MINUTES
Date/Time: 8/9/24 10:00 AM Summerplace Clubhouse, Klickitat Room

OPENING: Judy opened meeting and roll was called.

ROLL CALL; Board Members, Judy Evans, Chairperson, Marcia Andri (Landscaping), Anne Crockatt (Secretary), Bernadette Lockmanese (Maintenance), Ashleigh Norment (Treasurer)

RESIDENTS ATTENDING: Kitz Anderson, Mercedes Fullerton, Nancy Earl, Bob Dragoon, Cathy Rodgers, Melissa Hayden, Sunni Walton, Jan Woodcock, Kathy Okay, Kelsie Marea, Kathy Caricchio, Bernadette Miller, Diane Larson, Carol Hunt, Tama October

MINUTES OF PREVIOUS MEETING, 7/12/24, APPROVED

MINUTES OF SEMI-ANNUAL MEETING, 7/18/24, APPROVED

BOARD REPORTS:

Chair, Judy Evans, see attached

Landscaping, Marcia Andri, see attached

Maintenance, Marcia Andri, see attached

Maintenance, Bernadette Lockmanese, see attached

Treasurer, see attached

Bank Balances:

Operating:

OnPoint Operating Account \$25,685.49

OnPoint Savings Account: \$ 100.21

The Home Street Money Market account has been closed and we are establishing listing a relationship with Northwest Bank in Lake Oswego. We will deposit the Homestreet balance of \$4,028.29 in a Money Market Pus account with Northwest Bank and earn an APY of 2.10% as opposed to HomeStreet's APY of .35%. There is no minimum that needs to be maintained at this new money market account and we can do as many transactions as we want.

Reserves:

Umpqua CD 2 \$161,819.87

We have a Cashier's check of \$111,125.38 that we will deposit in a 12-month CD with Northwest Bank at 5.25% APY. Umpqua was offering 4.75%.

Units for Sale:

#96 has accepted an offer and should close

soon #88 will be on the market soon

Unit #58 is now in probate so there will be some delay in its going on the market

Ashleigh made a movement to have chimney work done before the rains begin. Anne seconded. Waterproofing brick can wait until next Spring after rains cease.

COMMITTEE REPORTS:

Safety Committee: Kathy Caricchio attended a neighborhood zoom meeting with 8th precinct. They reported that crime has been down. Please continue to keep doors locked, outside lights on at night, report break-ins.

Website Committee: Sunni Walton reported that they are making steady progress on the format and content for the website and anticipate its launch in early 2025.

Garbage Grabbbers: Tama October announced a new volunteer team to pick up trash in our neighborhood. If interested, call Tama at 971-506-9180

UNFINISHED BUSINESS:

Excess Income Resolution has been updated for approval at our annual meeting.

Spring Deck Inspection: As of July 7th, 70 of 72 decks have been inspected. The two remaining decks will be inspected as soon as access is available. No decks have damage to the deck membrane. Issues are identified in an attached report.

Fireplace cleaning can be scheduled for three dates in August.

Draft resolutions for EV charging and/or appliances in garages presented by Bob Dragoon and the EV committee.

Updating by-laws moving forward.

Two board positions will be open in December.

NEW BUSINESS:

Marcia suggested that replacement windows should be of the same type (not just color) as the original windows to maintain consistency in the appearance of our units.

Judy suggested that we form new committees to deal with pet issues, AVRs involving residents' complaints, rules, and regulations. Carol Hunt volunteered to head AVR committee.

ADDITIONAL INFORMATION FOR RESIDENTS:

Previous meeting minutes located in binder in the clubhouse library

NEXT HOA BOARD MEETING: SEPTEMBER 13th, 10:00 AM, Klickitat Room

ANNUAL BUDGET MEETING: OCTOBER 2ND, 6:00 PM, Klickitat Room

ANNUAL MEETING: NOVEMBER 14th, 7:00 PM, Summerplace Ballroom,

MEETING ADJOURNED 11:20 AM

Respectfully submitted,
Anne Crockatt, Secretary

GLENWOOD PLACE HOA BOARD AGENDA

August 9, 2024 – 10:00 a.m.

Summerplace Clubhouse, Klickitat Room

CLOSED MEETING WITH NANCY VAN ROOY 9:30-10:00

OPENING:

- Welcome, Introduction & roll call
- Adoption of minutes

BOARD REPORTS:

- Chair – Judy Evans
- Landscaping - Marcia Andri
- Treasure – Ashleigh Norment
- Maintenance –Marcia Andri, Bernadette
- Secretary – Anne Crockatt
 - Guest/Temp Parking log

COMMITTEE REPORTS

- AVR – Sharon Fraley
- Safety – Kathy Carrichio
- Webpage – Ashleigh Norment
- Recycling – Tama October

UNFINISHED BUSINESS:

- Spring deck inspection – follow-up
- Fire Place Cleaning - August
- Electricity Charge resolution – cars and freezers
- Update By-laws to reflect the current Oregon laws
- Reserve Study – inspections
- Excess Income resolution – updated for approval at Annual mtg.
- Open positions in December
- Donations

NEW BUSINESS:

- Window requirements
- New Committees:
 - Pet Committee
 - AVR's re; resident's complaints
 - Rules and Regulations

ADDITIONAL INFORMATION FOR RESIDENTS:

- Previous meeting minutes located in binder in the library
- Next HOA Board meeting is September 13, 2024
- Annual Budget meeting is on October 2nd, 6-8pm
- Annual meeting is on November 14th, 7-9pm
- Volunteers are always welcome

QUESTIONS AND ANSWERS:**ADJOURNMENT:**

Chair's Report –August 2024

Meetings will be conducted in a civil matter with the intention of resolving issues within the community.

Legal:

- I have received information from the Executor of the Yoshida estate that Paul will be moving out soon and they will take possession of the condo with new locks to prepare the condo for sale.
- We are going to move forward to update the Amended and Restated Declaration and Bylaws by meeting and discussing changes before submitting to the attorney. An Ad-Hoc committee will be set up to accomplish this process. The bill was presented before work is started and will be drawn on as we complete the process.
- New Owner Maintenance Fee amendment has been reviewed by the attorney and it was discovered that this fee can only be increased in January and only in the amount indicated by the Consumer Price index for Portland, OR for the prior year. Steps are being taken to follow the increases set forth by Summerplace.

Billing for August: \$411.00

I am seeing a backslide of responsibilities both by the resident and Board members since the change to new Board members:

Maintenance is shared by Marcia Andri and Bernadette Lockmanese. Bernadette just took over approximately 3 weeks ago.

Submitted by; Judy Evans

Landscaping Report - 8/9/24

- East & West made irrigation repairs at a cost of \$1,196.92. Additional repairs may still be necessary for this year, but as of now we are under budget for the repairs that have been made.
- East & West performed the monthly service of mowing, trimming and weed control.

Landscaping Plans for the balance of 2024

- At the 9/13 board meeting the board will vote on the company that will be our landscape provider for 2024.
- SaveATree will treat the Doug Fir and Big Leaf Maples with a subsurface injection of nutrients and help to provide root system development to avoid storm damage and aid in summer heat recovery, scheduled for October.
- SaveATree will remove damaged limbs on two Douglas fir trees from storm damage and dead limbs on the birch tree in front of building 21.
- Photinia will be planted along the back wall to fill in where others died.

Marcia Andri

Maintenance Report - August 2024

Pressure Relief Valves:

Buildings, 4,5,12,13,14,15,16,17,18,19,

Work will begin Monday Morning, and will continue through Wednesday. Water Service will be interrupted for a max of two hours on the day they are working on that building.

A notice will be placed outside each resident's home to remind them of the water being shut off.

The remainder 11 Buildings will be budgeted for repair in next year, 2025 Budget.

Shut Off Valves,

Please Make Sure, all residents, know where the Shut off Valve is located in their Building

Repairs to:

- ☐ Building,13, Unit 96
- ☐ Building ,9, Unit 63
- ☐ Building,16, Unit 107.

Building 2. Unit 16

Work will begin in four weeks to replace all upper Kitchen Cabinets that were damaged from a roof leak.

Squirrels In the Attics:

Building 5

Building 6

Building 9

Marcia and I will review Quotes from different vendors that are available.

AVR'S

Several AVR'S are still open. I need to get quotes from Vendors but I will contact residents with the progress.

Bernadette Lockmanese

Treasurer's Report - August 2024

All payments came in on time for the month of July.

Bank Balances:

<input type="checkbox"/> Onpoint Operating Account	\$ 25,685.49
<input type="checkbox"/> Onpoint Savings Account	\$ 100.21

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Financial Projection:

We are beginning to work with a Cash Flow Projection sheet for 2025 and plugging in projects that we know will be a part of our budget. It's a little early to start getting estimates on next year's expenses but we want to make sure we have gotten estimates before the actual Budget meeting in October.

Ashleigh Norment