

GLENWOOD PLACE BOARD MEETING MINUTES

March 13, 2026 – 10:00 a.m.

Summerplace Clubhouse, Klickitat Room

OPENING:

Chair Judy Evans opened the meeting. She welcomed those in attendance, and roll was called.

ROLL CALL:

Board members in attendance were Judy Evans (Chair), Ashleigh Norment (Treasurer), Diane Larson (Secretary), Kath Caricchio (Landscaping), and Kitz Anderson (Maintenance).

RESIDENTS IN ATTENDANCE:

Attending residents were Marcia Andri, Jan Clark, Bob Dragoon, Nancy Earl, Sharon Fraley, Gary Hall, Carol Hunt, Lori Lochelt, Carol Manzano, Ingeborg Mussche, Tama October, Bobbi Princetich, and Sunni Walton.

MINUTES:

The minutes for February 13, 2026, HOA Board Meeting were adopted as presented. The minutes of the February 18, 2026, Zoom HOA Board Meeting with Lepore Law LLC were adopted as presented. Both sets of meeting minutes were unanimously adopted.

BOARD REPORTS:

Chair: Judy Evans presented her report.

- Legal Counsel: The Board has retained a new law firm, Lepore Law LLC. Our initial meeting with them on February 8th covered the following topics:
 - The transfer of files from our previous counsel has been completed.
 - Lepore will review the existing documents for Glenwood Place and Summerplace.
 - Our projects with Lepore will be to build new resolutions and to revise the ones that are currently in place.
 - Counsel recommended that a Code of Conduct be created and instituted as soon as possible.
 - Our plans for the next budget year include amending the Bylaws and the Declaration.
- Seargent-at-Arms: Tama October has been selected for this position. Her duties include monitoring the five-minute time limit for comments from the participants and encouraging respectful conduct from the attendees.
- Legal Billing for February: The total was \$539.50

Landscaping: Kathy Caricchio discussed her report.

- Spraying for ants around all buildings has been completed. The contractor for this job has been with us for ten years, but due to harassment by residents, he will not be returning. Our projected expense for this service next year is over four times as much, and Kathy is in the process of getting bids. The request goes out to our residents again: do not engage with contractors. It is costing us money.
- All exterior lights on garages, man-doors, etc. have been checked and replaced as needed. Owners can help by filling out an AVR when they see a light out, and we can replace it right away.
- Sierra Northwest Landscaping Co. is spraying all sidewalks, garage areas, and man-door walkways to remove moss. Once it is sprayed, Sierra will return and remove the debris that remains. Residents are asked to be careful and patient during the process.
- Our insurance company inspection has identified two hazards, and one tree by building #7. We have contacted SaveATree, and they are checking with the city for guidelines.
- Kathy recently toured the property with Jaime from Sierra NW, and they identified several areas close to buildings and walkways where water is not draining properly. The solutions include installing French drains and checking pipes or installing pipes to be attached to the downspout drainage system.
- Project bids will be determined, and timing of the improvements will be coordinated with the Treasurer.

Maintenance: Kitz Anderson presented her report.

Completed Projects:

- The dryer vent cleaning project is underway. Some of the units were not accessible, and they will be taken care of on a second visit.
- The second hazard identified by the insurance company was the absence of illuminated exit signs at each building. We are getting estimates for this project.
- Roofing Project for Building 15 begins on Monday, the 16th. Thanks to the residents for observing the “No Parking” signs. If an owner’s porch or deck is impacted by the roofing activity, they should move their planters and furniture out of harm’s way.
- Gutter cleaning is scheduled for the last week of April. Residents must protect their outside belongings or move them away from the guttered areas.

Open Projects:

- Replacing roofs on Buildings 11, 12, and 13 is scheduled for later in the year.
- Repair of loose siding is scheduled for March 26th.
- Kitz is working with Bill Burns to create a fair-weather schedule for repairing trim on garages and man-doors. Cost estimates will be forthcoming.
- Unit #100 needs work on their water shut off valves.
- Work on the pressure reducing valves is outstanding for 10 buildings.
- Critter Control remediation will occur as needed.

- Completing an upgrade to electrical access for the east and west entrances to Glenwood continues.
- Additional research into the Doorbell Project is planned.
- We have a good lead for the necessary sidewalk repairs in front of Building 7.

Treasurer: Ashleigh presented her written report.

BANK BALANCES:

• <u>Operating:</u>	
○ OnPoint Operating Account	\$54,613.45
○ OnPoint Savings	<u>100.41</u>
TOTAL	\$55,713.86
• <u>Reserves:</u>	
○ Northwest Bank 12-month Certificate of Deposit (CD)	\$119,330.51
○ Northwest Bank Savings Account	37,523.08
○ Review Bank 6-month CD	<u>170,119.12</u>
TOTAL	\$326,972.71

Assessments and Fines:

All February payments came in. There are still a few accounts where amounts were \$5 short. Those accounts will receive an invoice showing the full amount owed.

Cash Flow:

We have moved money into the Reserves savings account to make the final payment on Building 15’s roof when it is complete. There is enough cash in the Operating account to pay for Dryer Vent Cleaning and some of our other high priority projects. We should receive the Quarter 1 water bill in the next week or two, and anticipate we’ll be able to cover that while also amassing the final payment for the second building roof to be completed this spring.

Unit Sales:

Unit 99 is Closed.

Unit 53 is Pending with an offer and loan approvals progressing.

Unit 36 is Pending and scheduled to close on April 1st.

COMMITTEE REPORTS:

AVR: Sharon Fraley reported the following:

- Avoid Verbal Requests (AVRs) carried over from 2025 are 10 in number.
- 2026 AVRs outstanding and current are 15 in number.

Glenwood Garbage Grabbers: Tama October reported the good news that there have been others as well as the GGGs cleaning up under the I-84 Bridge. As the weather improves the group will be out more often and they welcome others to join in!

Recycling: Jan Clark kept us up to date on the newest and most important recycling news.

- Advise people who clean your unit to use the trash bins, not the recycling bins.
- DO NOT put shredded paper in the recycling bins. Put it in a paper bag, staple it closed, and use the trash bins.
- #5 cups can be recycled, as well as large, clear plastic containers.
- Free mattress disposal is available seven days a week. Call 503-253-0867 or contact byebyemattress.com.
- Contact Jan at 303-903-9577 with your recycling questions.

Sunshine Over Glenwood: Nancy Earl reminded us of the Easter Egg Hunt planned for the first week in April. She also mentioned another fun event – the Pi/Pie Day Celebration is tomorrow – during which you can gorge on an assortment of pies. What could be more fun than that?

Water Usage: Bob Dragoon reported on his committee's water usage project. Nine buildings have been visited so far with the goal of inspecting each for water leakage and defective equipment. Accompanying him at various times on the visits have been Rick McCorder and Kitz Anderson. He has offered new efficient shower heads and toilet flow diverters to residents and information on ways to decrease water usage in the units.

Welcome Committee: Marcia Andri has agreed to become an active participant in the Welcome Committee by reaching out to realtors, helping new residents fill out their resident contact sheets, and placing the parking stickers on their cars. She will recommend the Glenwood Place website as a source of valuable information.

UNFINISHED BUSINESS:

- Finance:
 - Insurance Inspection for 2026 was completed on February 17th. The findings needing correction were:
 - Hazardous trees near to Buildings 7 and 11
 - The absence of exit signs at each building's exit door. Exit signs will be very expensive due to the need to rewire each building.
 - A new vendor for insect protection and removal is being sought due to a homeowner interacting negatively with our pest control vendor. Kathy is researching our options.
 - Building inspections will be required in 2027. The cost is to be determined.
 - A Full Level II Reserve Study will be required in 2027. Projected cost is \$2,750.
- Deck and patio inspections will be forthcoming in the spring. This will include documentation for the residents and follow-up by the inspector.
- Annual Fire Extinguishers Inspection was completed on March 10th.

NEW BUSINESS:

- Reroofing of Building 15: For safety reasons, residents have been advised to follow fire parking restrictions.
- Annual Fire Alarm Inspection: Scheduled for March 18th.
- Information Distribution: We will continue to move to digital information via the webpage (glenwoodplacehoa.com) and in e-Blasts. The Summerplace Library files are also available. Residents may request hard copies through an AVR.

ADDITIONAL INFORMATION FOR RESIDENTS:

- Previous meeting minutes are located online at glenwoodplacehoa.com and in the Summerplace Library.
- The next monthly HOA meeting is Friday, April 10th, at 10:00 a.m. in the Klickitat Room.
- The next Building Representative meeting is Saturday, May 2nd, at 10:00 a.m. in the Klickitat Room.
- The General Association meeting is Thursday, July 23rd, at 7:00 p.m. in the Summerplace Ballroom.
- The Annual Budget meeting is Thursday, October 1st, at 6:00 p.m. in the Klickitat Room.
- The Annual Association meeting is Thursday, November 19th, at 7:00 p.m. in the Summerplace Ballroom.
- Remember to use Summerplace Neighborhood Alert.
- Check smoke and carbon monoxide (CO) detectors regularly. Radon testing is best done in the fall or spring for an accurate reading. Keep patio and deck lights on all night.
- Volunteers are always welcome.

QUESTIONS AND ANSWERS:

- Judy reminded us that contractors must take away their own garbage.
- Jan suggested we might use batteries for the new exit signs. That will not work, the lights must be hard-wired.
- Gary suggested that we use “Tony” for the cement work we are needing, as he has done good work for us before.
- Nancy reminded us that the Activities Fair was being held on March 21st.

The meeting adjourned at 11:06 a.m.

Respectfully submitted,

Diane Larson, Secretary