

MINUTES OF THE SPRING MEADOW HOMEOWNERS ASSOCIATION
BOARD MEETING ON MARCH 31, 2015

Date: March 31, 2015

Time: 7:00 p.m.

Place: YMCA

Board members in attendance: Darrick Christensen, Jeffery Evans, Linda Howe, Roger Moore, Craig Tress, Brian Ashdown and Tammy Quinn

Sterling employee in attendance: Kris Wuerst

President Darrick called the meeting to order.

Minutes were read and approved.

Treasurer's Report: Operating account	\$ 55,421.00
Reserve Account	<u>148,704.64</u>
TOTAL	\$ 204,125.64

ACC Report:

2121 Cougar – John Dekuyper – trailer (no discussion)

5201 Mallard Circle – Geen Gilhoolie-Greer – fence – Second letter was sent but no response. Kris was instructed to send another letter. Kris was also asked to contact the City zoning regarding the leaning fence being a potential hazard.

2001 Bobcat – Ted Trader – awning/pergola – Kris reported the structure has been completely torn down. Kris is to write a thank you letter to Mr. Trader and advise him to submit a request to the board before constructing another structure.

5220 Mallard Circle – Larry and Sharron Penner – fence has been repaired.

1973 Salmon Run SW – Juan Saucedo attended the meeting and submitted a request to build a privacy fence. Approval was granted with the stipulation Mr. Saucedo follow the requirements set forth by the Architectural Control Committee Property Fencing Rules.

1962 Bobcat – Owners painted the house without filing a modification request. Kris will determine if the color of the house was changed.

1920 Bobcat – Lance and Jill Craft submitted a request to paint their house. They submitted colors which were approved by the ACC members.

Jeffery will check on the CCR's regarding the use of artificial turf in place of natural lawns and report his findings at the next meeting.

Website/Facebook:

Jeffery submitted a new version of the Modification Request Form and the Complaint Form. Board members reviewed the forms, offered a few suggestions and voted approval unanimously. Jeffery reported Facebook now has 31 members and 1 member is awaiting approval.

Landscape:

The vinyl fence has been repaired. The bill was submitted in the amount of \$2,356.72. It was a unanimous vote to pay the bill.

Kris was asked to obtain contractor bids to repair the sidewalks that have buckled because of tree root problems. Jeffery (within 2 weeks) will spray paint the areas needing repair.

Old Business:

Jeffery will write a newsletter covering topics such as maintenance on house painting and staining fences, updates on the Website/Facebook, etc., and present a rough draft at the April board meeting.

\$45,000 will be transferred from the Operating Account to the Reserve Account via check.

Discussion regarding having a review of the accounting procedures or having a full audit was held. It was moved and seconded to have a full audit conducted by Schwindt and Company. Vote was 6 board members in favor and 1 board member opposed. The base cost is \$3,000. Darrick signed the contract to have Schwindt and Company prepare the audit and requested a schedule of fees for additional charges. He also requested the audit be completed by the end of May, if possible, with a draft submitted by mid May.

A review of the Resolution and Schedule of Fines was held. It was moved and seconded to adopt the latest revision of these documents. Vote to accept these documents was unanimous. It is required a copy of these documents be sent to each homeowner which will be included in the notice of the annual meeting.

1589 Marten – Darrick asked Kris to research the number of liens placed on this property and the number of years of unpaid dues to determine late fees, filing costs, etc., to assist the board in determining settlement costs. Kris was asked to check to see if a late fee of \$25/month has been applied to this account.

Legal framework – Jeffery referred to the fact that the HOA is governed by Homeowner requirements by the State of Oregon as well as Non-Profit requirements. We will be reviewing these issues in the coming months at the board meetings. Next meeting the board will discuss and decipher the CCR governing trailer parking.

The HOA needs to sign a contract with Vial Fotheringham Attorneys to formally retain them as HOA representatives.

Kris was asked to bring in a picture of the Barky Knoll so a plan can be developed for re-landscaping.

Next meeting will be held on Tuesday, April 28, 2015.

Meeting was adjourned.

Respectfully submitted,

Linda A. Howe
Secretary