

GLENWOOD PLACE HOA BOARD MEETING MINUTES

Date/Time: 11/08/24 10:00 AM

Summerplace Clubhouse, Klickitat Room

OPENING: Judy opened meeting and roll was called.

ROLL CALL; Board Members Present: Judy Evans, (Chairperson), Marcia Andri (Landscaping and Maintenance), Anne Crockatt (Secretary), Bernadette Lockmanese (Maintenance),

Board Members absent: Ashleigh Norment, (Treasurer)

RESIDENTS ATTENDING: Kathy Caricchio, Jan Clark, Nancy Earl, Sunni Walton, Nancy Stathas, Kitz Anderson, Carol Hunt, Mercedes Fullerton, Carol Manzano, Toni Omura, Cathy Rodgers, Jan Woodcock, Bernadette Miller, Melissa Hayden, Paula Schmidt, Patricia DiNucci, Bobbi Pincetich, Tama October

MINUTES OF PREVIOUS MEETING , 10/11//24, APPROVED

BOARD REPORTS:

Chair, Judy Evans, written report received
Exterior Changes Application verbiage to include Benjamin Moore #542 and must be painted within 30 days of installation. Bernadette made motion. Marcia seconded.

Landscaping, Marcia Andri, written report received
Sierra Northwest submitted proposal for winter snow and ice services for 2024-2025. Anne made motion to accept. Bernadette seconded

Maintenance, Marcia Andri, written report received
Maintenance, Bernadette Lockmanese, written report received
Anne made motion, ,Marcia seconded, to do gutter repair for \$9695. and repair at east side gate on 150th Avenue for \$685.

Secretary, Christmas lights are to be installed this weekend. Will not be turned on until Thanksgiving weekend.

Treasurer, written report received

Treasurer's Report for November 2024 Board Meeting

We had 4 missing condo fee payments for October. Three of the 4 homeowners have been notified and are following up. The 4th unit is empty and has been taken off the

market. The owner is in a Medicaid facility. Three payments are now overdue on the unit so the Board will need to make a decision about next steps if we don't hear from the homeowner's next of kin.

Bank Balances:

- | | |
|----------------------------------|-------------|
| • Onpoint Operating Account | \$12,360.88 |
| • Onpoint Savings Account \$ | \$100.25 |
| • Northwest Bank Savings Account | \$4,059.90 |

Reserves

- | | |
|------------------------------|--------------|
| • Umpqua CD 2 | \$163,252.05 |
| • Northwest Bank 12-month CD | \$111,125.38 |
| | <hr/> |
| | \$274,377.43 |

Units for Sale

- #116
- #95

#88 appears to be off the market at the moment

#139 will probably go on the market in the next two weeks

Financial Projection

We paid our last water bill of the year for \$44,000 and are now using November and December income to finish up this year's projects. We expect to have a cash balance at end of year around \$50,000 which will be used in the 2025 budget to help cover January insurance and water bills.

COMMITTEE REPORTS:

AVR - Sharon Fraley - Judy reported for Sharon

Electric Vehicles - Melissa Hayden - A cover letter is needed indicating that the resolution was passed on 11/8/2024 and signed by Anne Crockatt. Melissa Hayden will correct the address on the letterhead and Judy will have copies made of the resolution and cover letter. The EV committee will deliver to all residents. Freezer electricity charge on hold. Marcia made a motion to this effect. Bernadette seconded

Recycling - Jan Clark - Any questions about recycling can be answered on back page of September flyer, or call Jan with questions

Safety - Kathy Caricchio - Kathy is still attending monthly meetings. Now that it is dark at 4:30, police are saying please turn lights on. There is an increase of abandoned cars dropped off. If you see a car that you don't recognize that has been there for a couple of days, please fill out AVR and complete a police report . The more reports we turn in, the more police will patrol our area.

Sunshine over Glenwood - Nancy Earl announced a Glenwood Holiday Decoration Contest. More details to come. This has been previously approved unanimously by Board members. Possibility of river cruise or trip to Ilani after the first of the year

Garbage Grabbers - Tama October - Still working on cleaning up 148th. If interested in joining, call Tama 971-506-9180

UNFINISHED BUSINESS:

Deck inspection follow-up: Anne to send letters to owners involved

Electricity Charge resolution on hold

Reserve Study engagement letter has been signed. The update will be done in 2025.

Two board positions open in December

Ice melt to be distributed to Building Reps on Saturday, November 9th. 10:00 - 11:00 am

AVRs to be collected twice each week, distributed to board members once each week.

NEW BUSINESS:

December newsletter to include a separate Glenwood contact sheet to be filled out by all residents and a reminder that the monthly HOA fee will be \$400 as of January. 2025.

At the December board meeting we need to vote on 2025 meeting date and post the information on bulletin boards by the end of December.

Radon discussion to be scheduled by Sue Slingerland for January or February Board meeting

ADDITIONAL INFORMATION FOR RESIDENTS

Previous meeting minutes located in binder in the clubhouse library

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

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

MEETING ADJOURNED 11:33 AM

Respectfully submitted,
Anne Crockatt, Secretary

GLENWOOD PLACE HOA BOARD MEETING AGENDA

November 8, 2024 - 10:00 a.m.

Summerplace Clubhouse, Klickitat Room

OPENING:

- Welcome, Introduction & roll call
- Adoption of minutes

BOARD REPORTS:

- Chair - Judy Evans
- Landscaping - Marcia Andri
- Treasure - Ashleigh Norment
- Maintenance - Marcia Andri
 - Catch Basin cleaning
- Maintenance - Bernadette
 - Gutter cleaning
 - Entryway keys
- Secretary - Anne Crockatt
 - Christmas Lights

COMMITTEE REPORTS

- AVR - Sharon Fraley
- Electric Vehicles - Melissa Hayden
- Recycling - Jan Clark
- Safety - Kathy Carrichio
- Sunshine Over Glenwood - Nancy Earl
- Garbage Grabbers - Tama October

UNFINISHED BUSINESS:

- Deck inspection follow-up; Anne to send letters
- Electricity Charge resolution for Cars (Major Appl. on hold)
- Reserve Study
- Open positions in December:
 - Secretary job description
- 2025 Budget information
- Disseminated Budget info by email with invitation to attend mtgs. on Nov 3rd and flyer to be delivered in December
- Distribute Notice & Election forms by November 7th
- Distribute ice melt on Saturday, November 9th
- AVR distribution & scheduling

NEW BUSINESS:

- Insert the 2025 Resident Contact Information sheet in December newsletters
- New Committees:
- Radon discussion for January mtg.: Sue Slingerland
- Diane Larson to speak re; open position on the board

ADDITIONAL INFORMATION FOR RESIDENTS:

- Previous meeting minutes located in binder in the library
- Summerplace Neighborhood Alert
- **Annual meeting is on November 14th, 7-9 pm**
- Next HOA Board meeting is December 13th, 10 am
- Volunteers are always welcome

QUESTIONS AND ANSWERS:

ADJOURNMENT:

Chair's Report - November 2024

Meetings will be conducted in a civil matter with the intention of resolving issues within the community. Questions and Comments are to be discussed at the close of the meeting. Please silence your phones.

Legal:

- The 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 (CPI) for Portland, Oregon for the prior year. We may move in this direction until the amendment can be rewritten to follow the projected increases set forth by Summerplace and include changing the name to Transfer Fees, regulations on transfer fees, what is to be tied to the transfer fees, annually change fees on first of the year, fees go into Reserves.
 - Motion to move forward:

- Exterior Changes Application; Verbiage to include Benjamin Moore #542 and must be painted within 30 days of installation.
 - Motion to approve application:

- An Ad-Hoc committee will be set up to update and revise the Amended and Restated Declaration and Bylaws next year. The committee will recommend changes and submit them to the Board. The Board will then have our legal counsel review our documents and finalize them according to Oregon Statutes and file with the State.

Billing for September: \$.00

Submitted by Judy Evans

Maintenance Report - 11/8/24

- A followup deck inspection was completed and a report sent to the board. Ten residents will receive a communication regarding issues that still need to be addressed.
- Ongoing light bulb replacement by Bill Cave combined with minor maintenance requests from Bernadette.

Plans for 2025

- Schedule waterproofing for 30 chimneys for buildings 5,6,7,10,11,18,19,20 and 21 to be done in late May or June for \$8,400.
- Schedule Oregon Chimney to inspect 26 chimneys for building 12,13,14,15,16 & 17.
- Schedule power washing to be done in March for the siding above the decks for buildings 8 & 9.
- Repair the brick wall at the far end of the east side of Glenwood.

Landscaping Report - 11/8/24

- River City reviewed our catch basins and found 20 that need to be cleaned at a cost of \$1,721 per basin, total \$3,441.60. The work will be scheduled for late November.
- East & West replaced the Photinia along the back wall and an Oak Leaf Hydrangea in place of the Alaska Cedar behind unit 45.
- East & West drained our irrigation system for winter and performed monthly service of mowing, trimming and weed control.
- Received an agreement for snow removal from Sierra NW. Recommending that we opt for calling for service when the board decides that snow removal is needed on our streets for emergency access.

Landscaping Plans for the balance of 2024

- SaveATree will treat the Doug Fir and Big Leaf Maples with a subsurface injection of nutrients and kelp to provide root system development to avoid storm damage and aid in summer heat recovery.

Plans for 2025

- Jaime Sierra to provide a plan and a quote to address low areas behind building 5 & 6. A quote was also requested for compost/bark for the fronts of the building.
- Plant perennials at the Glenwood entrances. This will eliminate the cost of landscapers planting annuals. Looking for volunteers that are interested in helping.

Maintenance Report – 11/08/24

- N/A

Items for Completion 2024

- Shut Off Valve
- One remaining for repair for building 13
- Repair Gate at entrance on 150th Ave. (\$685.00)
- Gutter Repair and Cleaning (\$9695.00)
- Outstanding AVR's

Agenda 2025

- Replace 3 Roofs, Buildings, 15-16-17.
- Complete PRV" s (11 Buildings).
- Moss treatment. Start with 7 garage roofs.
- Replace garage fuse boxes.
- Painting
- All entry doors and trim.
- All black railings.
- Radon pipes.
- Resident pipes, for heating and cooling. --- These residents will reimburse.
- Repair man doors and paint.
- Paint garage doors and trim in need of refreshing.
- Remove wallpaper in entryways, texture and paint walls

Treasurer's Report for November 2024 Board Meeting

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