

GLENWOOD PLACE BOARD MEETING MINUTES

February 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), and Kathy Caricchio (Landscaping). Kitz Anderson (Maintenance) was absent.

RESIDENTS IN ATTENDANCE:

Debbie Adamson, Jan Clark, Bob Dragoon, Sharon Fraley, Melissa Hayden, Alan Levy, Carol Manzano, Ingeborg Mussche, Tama October, Bobbi Pincetich, Sue Schneider, Sunni Walton, and Jan Woodcock.

MINUTES:

The minutes of the January 9, 2026, HOA Board Meeting were adopted as presented. Ashleigh made the motion. Kathy seconded. The motion passed unanimously.

BOARD REPORTS:

Chair: Judy Evans presented her report.

- Lepore Law LLC has been retained to handle Glenwood Place legal issues, which include the following:
 - Glenwood residency restrictions for individuals between the ages of 18 and 54 were enacted as of June 12, 2023. Past legal counsel has recommended against this clause due to issues of discrimination.
 - Glenwood marijuana growing and use was restricted as of September 22, 2023. The Board approved the rules based on Oregon law. Residents are limited to marijuana growing of four plants only. Marijuana smoke must not impede limited or common areas. Research into the Oregon Clean Air Act may provide guidance regarding possible restrictions on these activities.
 - Glenwood maintenance fee guidelines are dated October 17, 2024. Our legal counsel confirmed that the maximum increase by the Board could not exceed the 3.6% Consumer Price Index (CPI). The Board agreed to make a change after the Bylaws are amended.
 - Glenwood Bylaws regarding support animals are dated September 22, 2025. Legal counsel advised that, in some cases, restrictions may be waived for emotional support animals. The Board will continue with the two-pet limit but will improve the wording in the amended Bylaws.

- The Schedule of Fines will be reviewed for applicable revisions.
- The Bylaws and Declaration are scheduled for review and amendments as needed.
- Summerplace Request:
 - Summerplace asked again if we could do something to stop our residents from calling the Summerplace office with questions about Glenwood. Years back we were asked to set up a “Phantom” phone number with a voicemail box where residents could leave a message or reach an answering service. Judy’s private phone number has been listed each month in the newsletter, and she publishes a business email, glenwoodplacehoa@gmail.com, which she answers on a regular basis. Judy is looking for input on this issue.
- Legal Expenses:
 - Legal billing for February: \$0.00

Maintenance: Judy Evans presented Kitz Anderson’s report.

Completed Projects:

- The dryer vent cleaning schedule has been posted for each building.
- If a resident has a ventless dryer, they should post a note on their door indicating they do not need a vent-cleaning. Otherwise, owners must be available to open their units on cleaning day, or they must make arrangements for someone else to do so. If you get a chance, verify your neighbors’ plans for “vent-cleaning day.”
- Deck inspections were delivered.
- Instructions regarding the care and cleaning of upper decks were posted at each building. Please help by maintaining your own deck.

Open Projects:

- Replacing roofs on Buildings 11, 12, 13, and 15: We have the funds for the down payment on this project, and it will be scheduled for this spring and summer.
- Dryer vent cleaning is scheduled for February 17th through March 31st. The specific dates for each building will be posted on the building bulletin board.
- Repairing damaged trim surrounding garage doors is planned.
- Attending to Water Shut Off Valves for Unit #100 is needed.
- Pressure Release Valves Project is complete.
- 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 Upgrade Project is planned.
- An electrician will be researching the blinking streetlights on Sacramento Street.

Landscaping: Kathy Caricchio discussed her report.

- Bill Cave replaced nonworking light bulbs in the complex. We appreciate Avoid Verbal Requests (AVRs) presented by residents regarding such issues, but one AVR is enough. We will handle problems as fast as we can.
- Beginning in March we will conduct tree inspections with the arborist.

- Sierra Northwest Landscaping Co. will be meeting with us to discuss landscaping plans for the upcoming seasons.
- The HOA's goal for this year is to work directly with the Portland Water Bureau and Sierra NW regarding irrigation and the best ways to be frugal with water.

Treasurer: Ashleigh Norment reviewed her written report.

We received payment for all January invoices. There are some cases where the monthly amount was not correct and people received notices to add the missing amount to their February payments. If the homeowners' January underpayment is not resolved with the February monthly fee, a late fee will be added to their account at the end of February.

BANK BALANCES:

• <u>Operating Income:</u>	
○ OnPoint Operating Account	\$ 20,199.94
○ OnPoint Savings Account	<u>100.40</u>
TOTAL	\$ 20,300.34
• <u>Reserves:</u>	
○ Northwest Bank Savings Account	\$ 17,349.48
○ Riverview Bank 6-month Certificate of Deposit (CD)	170,398.49
○ Northwest Bank 12-month CD	<u>118,127.55</u>
TOTAL	\$ 305,875.52

BUDGET AND FINANCIAL PROJECTION:

We received an offer from Sawtooth Roofing Company to replace four roofs in 2026 for 2025 prices if we could make a 50% down payment before February 27th. We put out a special invite to the community to help us reach this goal by paying special assessments now and possibly paying ahead on HOA fees. We had an overwhelming response and will be delivering the 50% down payment in the amount of \$121,000 next week. We are very grateful for the wonderful community response, and we will all benefit from the efforts of homeowners to help out. If, for example, Sawtooth's 2026 pricing is even 10% higher than 2025, we have saved \$24,000 because of the community's response.

Other projects can proceed now that we have paid the 50% down payment. Following our 2026 budget closely, we will end up with \$390,000 in our reserves by the end of 2026, just as we projected.

Keep in mind that our monthly income is \$62,640 and that in the month of January we paid:

\$ 70,000	Insurance
\$ 35,000	Water
\$121,000	Roofing

UNITS SOLD AND FOR SALE:

- Unit #106 closed in January.
- Units #63 and #53 are Active.

- Unit #99 is Pending and Unit #36 is Contingent with Bumpable status.

COMMITTEE REPORTS:

AVR: Sharon Fraley reported the following:

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

Welcome: Sharon Fraley reported current results of two welcome visits completed and three pending.

Glenwood Garbage Grabbers: Tama October reported that the group has been kept busy, especially around the area under the I-84 Bridge. Portland RID Patrol is called to haul away large, bulky items with quick results. It is important to advise contractors that they are responsible for taking away their garbage for disposal.

Recycling: Jan Clark reminded us of several recycling hints that will help save the planet and keep our waste management company satisfied.

- Jan will take clamshell containers for recycling that are clear, clean, and type numbers 1, 5 or 6 plastics.
- Green Century Recycling will now take Styrofoam and all plastic types (numbers 1, 2, 3, 4, 5, 6, and 7). Their phone number is 503-764-9963.
- New Seasons Market now accepts bubble wrap and sandwich bags.
- Shredded paper is no longer accepted in Glenwood Recycle Bins.
- Contact Jan at 303-903-9577 with your recycling questions.

Secretarial: Diane Larson reported that a new committee has been created which will handle the Roster List, the List of Temporary Residents and Vehicles, as well as the distribution of Parking Permit Stickers.

Sunshine Over Glenwood: Judy Evans (reporting for Nancy Earl) suggested that during the first week of April we should all be on the lookout for Easter eggs which will be hidden on our grounds by the Sunshine Committee.

Water Usage: Bob Dragoon reported that water flow recorders #8 and #9 have been reactivated. There are four remaining. He continues to check our units for water leaks, high volume shower heads, and older inefficient toilets. Buildings 6, 7, 8, and 9 will be visited on February 20th.

Ingeborg Mussche spoke about her research into security lighting and water usage. She showed the group a toilet flow diverter that can be easily installed in the water tank to decrease water consumption.

Security: Alan Levy has several suggestions for residents who would like to improve the security of their residence area, including lighting and cameras. He will submit these ideas for an upcoming "What's Happening" email to be sent out to all residents. Alan also agreed to be Glenwood's representative at the neighborhood police community meetings.

UNFINISHED BUSINESS:

- Lepore Law LLC has been selected to be the HOA's new legal counsel. A Zoom meeting will be scheduled for the Board to review the legal subjects of concern.
- The Board approved an AVR from Bob Dragoon requesting a gravel path be created near his unit.
- We are expecting a copy of our new master insurance policy from ABI in the near future. It will be loaded onto the web page, and residents can download it from there if they would like a copy.

NEW BUSINESS:

The annual inspection of fire alarms in each building will be conducted on March 18, 2026.

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, March 13th, at 10:00 a.m. in the Klickitat Room.
- The next Building Representative meeting is Saturday, March 7th, at 10:00 a.m. in the Klickitat Room.
- The Naturescaping Workshop is on Sunday, April 12th, at 1:30 p.m. in the Summerplace Ballroom.
- 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 the 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:

- Following a heated exchange of ideas from attendees, Jan Woodcock asked everyone to be respectful of the board and exhibit dignity and calmness during the board meetings.

The meeting adjourned at 11:22 a.m.

Respectfully submitted,

Diane Larson, Secretary