

**December 2017 Minutes**  
**TANGLEWOOD TOWNHOUSE**  
**ASSOCIATION**  
**Board of Directors Meeting**

Date: Monday, December 4, 2017

**Meeting Place:** Home of Jim & Priscilla Maughn

**Purpose:** Monthly Association Board meeting

**Present:** President, Craig Whitten; Vice President, Al Belais; Secretary, Marcia Lynch; Landscaping, Jim Maughn; Treasurer, Allen Robinson

The meeting was called to order at 7:00 PM by Craig Whitten, president.

**November minutes approved** with minor amendment for posting on the TTA website.

**President's Report:**

Craig learned #33 Bloch Terrace was purchased by Lisa Shaw and Weston Roth. Lisa is the daughter of previous owner, Max Shaw. Closing was to be November 30.

Craig has exchanged emails with the homeowner at 10 Mozartem Court regarding the maple tree branches, from a tree on the TTA common property, that are over his roof as discussed at last months board meeting. Craig and the homeowner agreed the pruning could be done in Spring 2018 along with other tree work.

The board agreed to have an evaluation of this specific maple tree on our common property along with two others in the same area in this coming 2018 Spring walk-around with an arborist.

**Treasurer's Report:**

Our bank balances at the end of November, 2017 are as follows:

Checking, \$19,243;

Savings, \$5,196;

Money Market, \$37,046.

Estimated reserves balance = \$46,129.

November expenses totaled \$3,121 and include:

Grovers landscaping, \$1,908;

Tree care, \$765;

Water, \$138;

PGE, \$70;

Office, misc.

The Board reviewed and approved all above items of the budget.

Allen has sent invoices to homeowners for January, 2018 dues.

**Maintenance Report**

At the time of this meeting, PDX Windows was to be coming for annual gutter cleaning on December 5. They cancelled due to a family emergency and will instead be coming December 12 - 13. Craig notified the associations homeowners via email.

Lorin has written drafts for letters to be sent to #8 Britten regarding visible trash cans and #6 Bloch Terrace regarding erosion around their driveway. These letters were approved by the board.

Regarding the non-functioning street light which is out on Bloch Terrace, Lorin has had communications with both the City of Lake Oswego and PGE. After the city first denied responsibility of the light, PGE determined the city was indeed responsible and has informed them. At last notice, Lorin was awaiting a response from the city.

**Landscape Report:**

Jim has signed a contract with Showplace Landscaping for street snow plowing and street clean up for this coming snow season.

**Old Business**

Craig Whitten has made an appointment with the Portland State University IT department to review a website developer that the college uses. Board members continue to have difficulties with our existing website.

The board again discussed the need to recruit new board members. Three members terms will expire this spring and our acting Treasurer will be moving out of state in April/May 2018. Instead of a letter to residents, the board agreed a Tangelwood Tales will be mailed, via post, to all homeowners and residents in early January. The newsletter will include information regarding our need for board members and the costs of hiring for board positions. A survey to said recipients will be sent in 1-2 weeks following the newsletter. The survey will provide a forum for recipients to respond with their opinions and suggestions regarding hiring out the board and/or volunteering to participate on the board.

**New Business:**

Craig Whitten will reserve a room at the Mt Park Recreation Center for the TTA Annual meeting for late May.

**The meeting was adjourned at 8:15 PM**

**January meeting:** Monday, 1/8/2018 at the home of Marcia Lynch & Al Belais, 7 Britten Court, 7PM For **January**, 2018, the board agreed to meet on the 8th since the first Monday of the month falls on New Years Day. Craig Whitten will be vacationing at that time so the meeting will be presided by Al Belais, Vice President.

**February meeting:** Monday, February 5, 2018 at the home of Craig Whitten, 5 Britten Court.

Respectively submitted by Marcia Lynch (12/12/17)

