

March 2018 Minutes
TANGLEWOOD TOWNHOUSE
ASSOCIATION
Board of Directors Meeting

Date: Tuesday, March 13, 2018

Meeting Place: Lupine Room, Mt Park Recreation Center

Purpose: Monthly Association Board meeting

Present: President, Craig Whitten; Vice President, Al Belais; Secretary, Marcia Lynch; Landscaping, Jim Maughn; Maintenance, Lorin Dunlop; Interim Treasurer, Lise Machado. Guests: Carol Whitten, Priscilla Maughn, Pam Berg.

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

February minutes approved for posting on the TTA website.

President's Report:

Craig's first order of business was to give Lise Machado a hearty introduction as our Interim Treasurer. Lise has had ongoing meetings with Allen Robison, our recent past Interim Treasurer. Carol Whitten, Priscilla Maughan & Marcia Lynch have also met with Lise & Allen and have formed, with the board's approval, a finance committee. The main focus of this committee will be to offer any help to Lise she may need in her busy life (and as Priscilla noted, that help doesn't need to be restricted to TTA treasurer duties).

Craig, Jim Maughn & Bill Hitchcock met with Steve Milton, Mt Park CC&R Director. Craig, Jim & Bill questioned Mr Milton what recourse TTA has for persistent non-compliance to CC&R rules. Most of their discussion centered around #5 Bloch Terrace. The homeowner has failed to perform reasonable upkeep on his property in spite of a fine issued for the same by Mt Park this past Fall. Craig brought several pictures showing the unkempt property and rotting structures.

Mr Milton has submitted the case to the Mt Park Home Care Committee. The owner will be fined \$250.00/mo via registered mail until repairs are made. This starts March, 2018.

Treasurer's Report:

Our bank balances at the end of February, 2018 are as follows:

Checking, \$41,038;

Savings, \$5,192;

Money Market, \$37,052.

Estimated reserves balance = \$46,129.

February expenses totaled \$1,598 and include:

Grovers landscaping, \$1,508;

PGE, \$90;

February income includes:

Dues, \$7,000

Assessments, \$0

Interest, \$4 (estimated).

Income total, \$6996 (pre-interest)

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

At the time of the meeting, there were some outstanding HOA dues for January, 2018.

The board approved expenses of approximately \$100 to reimburse Carole Hitchcock for any expenses accrued for hospitality items for our May Annual Meeting.

Maintenance Report Light now shines at the intersection of Bloch Terrace and cul-de-sac. Lorin, after months of inquiries to both the city and PGE, learned we are responsible for this light. She met with an electrician from Christianson's Electric who replaced the bulb and a light sensor. We will be billed for the work which is estimated to be between \$250 - \$300. Lorin requested an estimate from Christianson's to retrofit our 8 streetlamps for LED lights. The cost for parts and labor is estimated to be just under \$2,000.

Lorin also learned PGE is responsible for the underground electrical connection to our 8 streetlights, and we are responsible for the lampposts and lights.

Lorin contacted several companies about the street slurry that is now due as regular 5 year maintenance for our streets. One company as well as the original paving company got back to her. The board elected to have our original paver do the slurry but to request a repair that was originally submitted to them 6 years ago, shortly after paving was done. The repair is to a divot in the road at the base of the driveway at #9 Britten Court.

Landscape Report: Jim Maughn researched other landscape company costs and learned our current landscaper, Grover's, is a good bargain for the association.

Mr Grover informed Jim he would like to do a mailing to TTA members outlining what services his company can do on an individual basis for our properties, what they have been contracted to do for the HOA, and what work they are willing to include as part of the existing fees.

Jim plans to meet with Mr Grover in the next several weeks to discuss general landscape maintenance.

Jim will be scheduling a walk-about with Tree Care for May or June to assess the health and needed work on our trees this Spring and would like to take advantage of their "Spring Special." At that time, among the many trees to evaluate, the row of trees behind #10 Motzartem Court, on TTA common property will be considered for either pruning or removal.

Old Business

Board elections. We have 3 volunteers to run for board positions and be on the ballot for May elections. Three board members are leaving after 2 years service. They are Al Belais, Lorin Dunlop & Marcia Lynch. The three volunteers running for election are Lise Machado, Pam Berg & John Mahedy.

New Business

Website - Sally Mahedy, past president and former secretary to the TTA board has researched website developers and consulted with her son, Elliott, who has experience with website development.

Sally and Elliott both have previous experience with WordPress web sites and like the ease of use and other features. Elliott has agreed to help us develop the website and the board approved his one time fee of \$100 and monthly fee of \$25 to WordPress.

All Belais & Sally Mahedy will form a committee for website development. Al will be writing a letter to the TTA to ask for other volunteers to this committee and also ask members what they would like to see on the website.

Upcoming: TTA Annual meeting May 23, 7PM, Mt Park Recreation Center

The meeting was adjourned at 8:15 PM

April meeting: Monday, April 2, 2018 at the Mt Park Recreation Center, room TBD
Respectively submitted, Marcia Lynch (3/15/18)

Tanglewood Townhouse Association
Board Meeting 7:00 pm March 13, 2018
Mt. Park Recreation Center, Lupine Room

Agenda

- 1. Board Members “meet and greet”**
- 2.**
- 3. Minutes of February meeting**
- 4.**
- 5. President’s report**
 - a. Welcome Lise Machado
 - b. 5 Bloch Terrace

6. Treasurer’s report

- a. Financial Committee

7. Landscape report

8.

9.

10.

11. Maintenance report

a. Street Lights

b.

c.

d. Street Slurry - Seal

12.

13.

14.

15.

16. Old Business

a. Survey

b.

c.

d.

e.

f.

g. New Board Members

17.

18.

19.

20.

21.

22.

23. New Business

24.

25.

26.

27.

28.

29.

30. April Board Meeting - 1st Monday of the month and location

31. Adjournment