

**Tanglewood Townhouse Association  
Board Meeting Minutes  
February 6, 2020**

Present: Pam Berg, John Mahedy, Lise Machado, Judy Contolini

The board meeting was called to order at 7:06 pm by President Pam Berg.

The minutes from the January 2020 Board Meeting were approved and will be posted on the website.

<p><b>President's Report</b></p>	<p>John drafted a letter to be mailed to all homeowners requesting volunteers for the new board. There are three open positions. The letter will be sent soon and each board member is encouraged to talk to neighbors to encourage them to join the board.</p> <p>The annual meeting is scheduled for Thursday May 21 in the Hawthorne room, Mt. Park Rec Center. The Annual meeting notice and documents need to be mailed 45 days before the meeting, by April 6.</p>																																						
<p><b>Treasurer's Report</b></p>	<p>Expenses for January totaled \$6,231.298.</p> <p><b><u>Budget Summary:</u></b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Grover's (monthly charge)</td> <td style="text-align: right;">\$ 1,508.00</td> </tr> <tr> <td>Grover's (Dogwood tree)</td> <td style="text-align: right;">\$ 350.00</td> </tr> <tr> <td>PGE</td> <td style="text-align: right;">\$ 83.29</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td>Dues collected:</td> <td style="text-align: right;">\$ 560.00</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td>Yearly budget:</td> <td style="text-align: right;">\$60,816.00</td> </tr> <tr> <td>Spent YTD:</td> <td style="text-align: right;">\$19,949.46</td> </tr> <tr> <td>Remaining balance:</td> <td style="text-align: right;">\$40,866.54</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td><b><u>Reserves:</u></b></td> <td></td> </tr> <tr> <td>Tree Care</td> <td style="text-align: right;">\$ 847.50</td> </tr> <tr> <td>Light-Wave (3 street lights)</td> <td style="text-align: right;">\$4,290.00</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td>Budgeted:</td> <td style="text-align: right;">\$7,000.00</td> </tr> <tr> <td>Spent YTD</td> <td style="text-align: right;">\$5,137.50</td> </tr> <tr> <td>Remaining balance:</td> <td style="text-align: right;">\$1,862.50</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td colspan="2"> <p>There are eight HOA members interested in the finance committee. Lise will meet with them before our next board meeting.</p> </td> </tr> </table>	Grover's (monthly charge)	\$ 1,508.00	Grover's (Dogwood tree)	\$ 350.00	PGE	\$ 83.29	 		Dues collected:	\$ 560.00	 		Yearly budget:	\$60,816.00	Spent YTD:	\$19,949.46	Remaining balance:	\$40,866.54	 		<b><u>Reserves:</u></b>		Tree Care	\$ 847.50	Light-Wave (3 street lights)	\$4,290.00	 		Budgeted:	\$7,000.00	Spent YTD	\$5,137.50	Remaining balance:	\$1,862.50	 		<p>There are eight HOA members interested in the finance committee. Lise will meet with them before our next board meeting.</p>	
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<p><b>Landscaping</b></p>	<p>Al will talk to the Casey's, 8 Britten Court, about submitting a design sketch of their plans for their front and back yard. Once this is submitted, each board member will review it and approval will then be decided.</p> <p>The TTA Board approved a monetary amount of \$1,000 towards the removal and replacement of the astroturf at 8 Britten Court once the design is approved. This will be distributed in two payments: \$500 up front and \$500 upon the completion of the project. A letter will be sent to the Casey's and a formal acceptance of our payments will be requested.</p> <p>A letter still will be sent to Mt. Park about their negligence in not requesting the removal of the AstroTurf when it was installed and after the property was sold.</p>
<p><b>Maintenance</b></p>	<p>Light-Waves Electronics met with Energy Trust of Oregon and found out their rebate information has changed. We are now eligible for the \$120 rebate for each street light fixture, totally \$480. Lise will send our PGE bill to Light-Waves, a requirement for the rebate. Because of the now \$480 savings, we owe only \$950 for the fourth installed fixture. Lise recommended that we pay for the fourth light fixture now because they diligently worked on our behalf to get an increased rebate. The board approved.</p>
<p><b>Old Business</b></p>	<p>Two email addresses need to be reviewed and updated: Craig Whitten and Lynn Bliss. Judy will follow up.</p>

The meeting was adjourned at 8:56pm.

The next meeting will be on March 18, 2020 at the home of John Mahedy, 13 Britten Court. This meeting needs to follow the finance committee meetings, so the date may need to be changed. Board members will be notified.

Respectively submitted,

*Judy Contolini*