

**Tanglewood Townhouse Association  
Board Meeting Minutes  
July 8, 2020**

Present: Carrie Pearson, Al Belais, Renauld Kauffmann, Judy Contolini, Carol Fuller

The board meeting was called to order at 6:44 pm by President Carrie Pearson.

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

<p><b>President's Report</b></p>	<p>Carrie opened the meeting with a discussion about the new homeowner of 19 Bloch Terrace and needed information for the Escrow company. Carrie inquired about the latest homeowners insurance policy from State Farm. Al had a copy of the current policy and forward it to her. It will be posted on the HOA public website.</p> <p>This further developed into a discussion about the HOA public and private websites. Through Renaud's diligence, the roster and finances are now secure and only accessible to the board members via a gmail account.</p> <p>Public site: <a href="http://ttamountainpark.com">ttamountainpark.com</a></p> <p>Private site: <a href="mailto:ttaloorres@gmail.com">ttaloorres@gmail.com</a></p> <p>Documents posted on the private gmail account can only be accessed with a password or if the documents on the One Drive are shared.</p>
<p><b>Treasurer's Report</b></p>	<p>One homeowner has not yet paid her dues for Jan-June. The homeowner is waiting to contact her title company to see if they were paid when the property was purchased. Renaud will be persistent and continue to contact the homeowner.</p> <p>The notice for July-Dec dues has been sent. Seven additional people requested to pay monthly. Renaud will give them the needed information so they can do an automatic monthly transfer of funds into our Onpoint account. He will request that all dues be sent early in each month. Since we are already into mid-July, he will ask them to pay July separately and begin automatic monthly payments by a specific date in August.</p> <p>Expenses for June totaled \$22,704.62.</p> <p>Dues collected for June (check/transfer) was \$420.</p>

<p><b>Treasurer's Report (con't)</b></p>	<p><b>Budget Summary</b></p> <table border="0"> <tr> <td>PGE</td> <td>\$ 64.23</td> </tr> <tr> <td>Water</td> <td>\$ 49.80</td> </tr> <tr> <td>Grover's monthly/add'l work</td> <td>\$ 2,083.00</td> </tr> <tr> <td>State Nonprofit Registration</td> <td>\$ 50.00</td> </tr> <tr> <td>Wordpress website license</td> <td>\$ 66.00</td> </tr> <tr> <td>Special Election</td> <td>\$ 29.59</td> </tr> <tr> <td>Insurance</td> <td>\$20,362.00</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td>Yearly Budget</td> <td>\$60,816.00</td> </tr> <tr> <td>Spent YTD</td> <td>\$50,107.13</td> </tr> <tr> <td><b>Remaining balance</b></td> <td><b>\$10,708.87</b></td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td><b>Reserves</b></td> <td></td> </tr> <tr> <td>Budgeted</td> <td>\$ 7,000.00</td> </tr> <tr> <td>Spent YTD</td> <td>\$ 6,087.50</td> </tr> <tr> <td><b>End of year balance</b></td> <td><b>\$ 912.50</b></td> </tr> </table> <p>This ends the fiscal year as of June 30, 2020. We are under budget \$10,708.87 with \$912.50 remaining in our reserves.</p>	PGE	\$ 64.23	Water	\$ 49.80	Grover's monthly/add'l work	\$ 2,083.00	State Nonprofit Registration	\$ 50.00	Wordpress website license	\$ 66.00	Special Election	\$ 29.59	Insurance	\$20,362.00	 		Yearly Budget	\$60,816.00	Spent YTD	\$50,107.13	<b>Remaining balance</b>	<b>\$10,708.87</b>	 		<b>Reserves</b>		Budgeted	\$ 7,000.00	Spent YTD	\$ 6,087.50	<b>End of year balance</b>	<b>\$ 912.50</b>
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<p><b>Landscaping</b></p>	<p>July 6 there was a neighborhood walk around with Tree Care. Al shared their proposal for services identified. The majority of work is minor pruning needs totaling \$695. One issue remains open: deadwood removal in back of 11 Bloch Terrace (\$850). Tree Care did not see this as a safety issue; the trees are healthy. Judy will talk to the homeowner and ask her if she is willing to pay for half the cost, otherwise the HOA will consider doing the work next year.</p> <p>Grover completed an irrigation repair across from 27 Bloch. Removal or trimming of the azalea bushes on the islands was discussed. Judy and Carol will submit a proposal of work requested so Grover can submit a bid for the work.</p>																																
<p><b>Maintenance</b></p>	<p>Two open issues: removal of the rotted fence/railing next to the driveway at 1 Bloch and repair of a fence post behind 31 Bloch. Carol will further investigate and possibly try to find one contractor who could do both jobs.</p> <p>Al noticed scuffing of the slurry on Britten Court. Not sure if it affects the integrity of the road. Al will contact the company who did the work and get their opinion.</p>																																

<p><b>Maintenance (con't)</b></p>	<p>Four more street lights need to be replaced. Light Waves has already purchased them and is waiting for us to give the go ahead. Al or Carol will talk to John Mahedy to again review the details of the fixture replacements before the board gives approval to move forward with the work. They will report to the board at the August meeting.</p>
<p><b>New/Old Business</b></p>	<p>The decision was made to cancel the annual potluck in August 2020 because of the covid-19 virus. Homeowners will be told in the next <i>Tanglewood Tales</i>. Judy also asked for suggestions on what to include in the summer newsletter. Suggestions: reminder to each homeowners of their responsibilities as outlined in the CC&amp;Rs and a brief review of upcoming tree work.</p>

The meeting was adjourned at 8:53 pm.

The next board meeting will be moved back a week to August 19, 2020, 6:30pm, so all board members can attend. It will be at the home of Judy Contolini, 25 Bloch Terrace.

Respectively submitted,

*Judy Contolini*