

**Tanglewood Townhouse Association  
Board Meeting Minutes  
December 9, 2020**

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

The board meeting was called to order at 6:30pm by President Carrie Pearson.

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

**President's Report**

No new issues at this time.

**Treasurer's Report**

Dues collected in November are \$1,360.80.

November Budget Summary

Grover's costs have not yet been recorded for November.

PGE	\$ 75.57
Water	\$ 216.54
Mailbox renewal (12 mo.)	\$ 240.00
	<u>\$ 532.11</u>

Yearly Budget	\$58,383.00
Spent FYTD	<u>\$11,831.66</u>
Remaining balance	\$46,551.34

**Reserves**

Budgeted	\$ 10,250.00
Spent FYTD (tree care)	<u>\$ 1,335.00</u>
End year balance	\$ 8,915.00

**Landscaping**

- The homeowners of 21 Britten asked if the HOA could plant an arborvitae to enclose their backyard where there is an opening on Bloch Terrace. The majority of the Board was not in favor of doing this. Purchasing a mature arborvitae approximately the size of the current ones would be expensive. The homeowners said they planned to install a fence in their backyard for a dog. Their request for an arborvitae is only for cosmetic purposes, not safety.
- The common property pathway between #10 and 12 Britten is covered with moss and hard packed down mud. It is slippery and could be a hazard for landscapers and others who need to access behind the houses. Al volunteered to remove the moss (Moss kill) and put bark dust on the area to remove the hazard. He will bill the HOA for the materials.

## **Maintenance**

- Not sure when the four remaining street lights will be installed. Haven't happened yet, but they will notify Carol when they are ready to install.
- Carol was contacted by Pdx Window Cleaning company about gutter cleaning. They are delaying our gutter cleaning to the end of December. Carol requested a copy of their license and insurance to verify that they are both current. An email will be sent to all homeowners informing them of the delay.
- Carol has not received a reply to her email to the homeowner at 21 Bloch about the condition of his house/roof/deck. The next step is to send a formal letter, certified, to his California address. Carol will write up a draft of the letter and board members will review it before it is mailed. If no reply by the next board meeting, the Mt. Park HOA will be notified.
- The homeowner at 25 Bloch asked if she could put a composter on the side of her house since townhomes are no longer allowed to get yard debris containers. The request was approved.

## **New Business**

No new business.

The meeting ended at 7:07 pm. The next board meeting will be Jan.13, 2020, 6:30pm, via Zoom.

Respectively submitted,

*Judy Contolini*