

AGENDA FOR TTA HOMEOWNERS BOARD MEETING

MONDAY SUNDAY JANUARY 10, 2016 HITCHCOCK HOME 4:30 P.M.

1. APPROVAL OF DECEMBER MINUTES: Sally
2. PRESIDENTS REPORT: PGE update/May annual meeting scheduled
3. TREASURER'S REPORT: Allen
4. MAINTENANCE: Allen
Deck at 5 Bloch Terrace. Letter to Marcelino at Mt. Park.
Wind up of gutter cleaning.
5. LANDSCAPE: Bill and Carole
6. NEW BUSINESS: Tanglewood Tales newsletter
Ideas for nominations for board
7. OLD BUSINESS
8. ADJOURN

January 2016 Minutes
Board of Director Meeting
Tanglewood Townhouse Association

Date: January 10, 2016

Meeting Place: 7 Bloch Terrace (Hitchcock's home)

Purpose: Monthly Board Meeting

Present: President, Pam Berg; Treasurer, Allen Robinson; Maintenance, Allen Ryman; Landscaping, Bill and Carole Hitchcock; Secretary, Sally Mahedy.

The meeting was called to order at 4:30 PM. The December minutes were approved for posting on the TTA website.

President's Report: The Board has not heard from PGE regarding the transformer repairs and other maintenance work in the Association's area. The work is subject to weather conditions.

Treasurer's report: Allen distributed the monthly Treasurer's report. There is nothing outstanding at this time. 60% of the dues have been paid; the remainder will arrive by the end of the month.

Landscape: There are no current issues to report.

Maintenance: Allen is following up on completion of the gutter cleaning at 4 Bloch Terrace.

Mountain Park has notified the resident at 5 Bloch Terrace (and informed the TTA Board of the notice) that the deck is in disrepair and requires work. No TTA Board action is required.

Old Business: Pam has reserved the main room at the Mountain Park Rec Center for the Annual Meeting. The meeting will be held Thursday, May 19, at 7 PM.

The January Tanglewood Tales will include the current roster and, in order to encourage people to consider standing for office, brief descriptions of Board positions.

February meeting: The next meeting will be held Monday, February 1 7:00 PM, at Patricia and Allen Robinson's home, 25 Bloch Terrace.

Meeting adjourned at 5:30 PM.

Respectfully submitted, Sally Mahedy

Treasurer's Report to Board
 For year July, 2015 thru June, 2016

Tanglewood Townhouse Assn
 Jan 1, 2016

Budget Summary

Landscaping	Budget	Spent Dec	Spent, FYTD	Available
Grovers	\$18,700	\$1,508	\$9,048	\$9,652
Add'l landscaping	\$4,500	\$2,095	\$4,225	\$275
Tree and bank care	\$4,000	\$0	\$1,355	\$2,645
Water	\$1,500	\$150	\$1,780	(\$280)
Other	\$0	\$0	\$0	\$0
Maintenance				
Gutter cleaning	\$2,000	\$0	\$1,500	\$500
General maint.	\$1,000	\$0	\$0	\$1,000
Other	\$0	\$0	\$0	\$0
Administration				
Insurance	\$16,400	\$0	\$0	\$16,400
PGE	\$1,000	\$89	\$401	\$599
Professional fees	\$500	\$0	\$0	\$500
Mail and office	\$400	\$0	\$265	\$135
Fees, taxes, misc	\$300	\$0	\$145	\$155
Other	\$0	\$0	\$0	\$0
Totals	\$50,300	\$3,842	\$18,719	\$31,581

Expenses in Dec

Grovers	\$3,503
Water	\$150
PGE	\$89
Gift to gardeners	\$100
	<u>\$3,842</u>

Income in Dec

Dues	\$5,580
Assessments	\$0
Interest	\$4
	<u>\$5,584</u>

Bank Balances			Reserve balances	
	end Nov	end Dec	Start year	\$28,357
Checking	\$3,630	\$7,369	Spent	\$10,916
Savings	\$502	\$502	Add	\$2,307
Money Market	\$30,957	\$28,960	End year	
Totals	\$35,089	\$36,831		

AGENDA FOR TTA HOMEOWNERS BOARD MEETING

MONDAY FEBRUARY 1, 2016 ROBINSON HOME 7:00 P.M.

1. APPROVAL OF JANUARY MINUTES: Sally
2. PRESIDENTS REPORT: PGE work delayed
3. TREASURER'S REPORT: Allen
4. MAINTENANCE: Allen
5. LANDSCAPE: Bill and Carole
6. NEW BUSINESS:
Board nominations
7. OLD BUSINESS
8. ADJOURN

February 2016 Minutes
Board of Director Meeting
Tanglewood Townhouse Association

Date: February 1, 2016

Meeting Place: 25 Bloch Terrace (Allen Robinson's home)

Purpose: Monthly Board Meeting

Present: President, Pam Berg; Treasurer, Allen Robinson; Maintenance, Allen Ryman; Landscaping, Bill and Carole Hitchcock; Secretary, Sally Mahedy.

The meeting was called to order at 7:00 PM. The January minutes were approved for posting on the TTA website.

President's Report: PGE has delayed the transformer repairs due to a personal emergency requiring the lead engineer's attention. The work has not yet been rescheduled.

Treasurer's report: Allen distributed the monthly Treasurer's report. Most of the dues have been paid. There are no outstanding issues at this time.

Landscape: There are no current issues to report.

Maintenance: No more requests for gutter work; the outstanding work seems to have been completed.

Old Business: Sally will email all residents, reminding them of the importance of Board participation. All Board members will contact and encourage residents to consider serving on the Board.

March meeting: The next meeting will be held Monday, March 7th 7:00 PM, at the Mahedy home, 13 Britten Court.

Meeting adjourned at 8:00 PM.

Respectfully submitted,

Sally Mahedy

Treasurer's Report to Board
 For year July, 2015 thru June, 2016

Tanglewood Townhouse Assn
 Feb 1, 2016

Budget Summary

Landscaping	Budget	Spent Jan	Spent, FYTD	Available
Grovers	\$18,700	\$238	\$9,286	\$9,414
Add'l landscaping	\$4,500	\$0	\$4,225	\$275
Tree and bank care	\$4,000	\$0	\$1,355	\$2,645
Water	\$1,500	\$0	\$1,780	(\$280)
Other	\$0	\$0	\$0	\$0
Maintenance				
Gutter cleaning	\$2,000	\$0	\$1,500	\$500
General maint.	\$1,000	\$0	\$0	\$1,000
Other	\$0	\$0	\$0	\$0
Administration				
Insurance	\$16,400	\$0	\$0	\$16,400
PGE	\$1,000	\$94	\$495	\$505
Professional fees	\$500	\$0	\$0	\$500
Mail and office	\$400	\$0	\$265	\$135
Fees, taxes, misc	\$300	\$0	\$145	\$155
Other	\$0	\$0	\$0	\$0
Totals	\$50,300	\$332	\$19,051	\$31,249

Expenses in Jan

Grovers	\$238
PGE	\$94
	<u>\$332</u>

Income in Jan

Dues	\$17,540
Assessments	\$0
Interest	\$3
	<u>\$17,543</u>

Bank Balances			Reserve balances	
	end Dec	end Jan	Start year	\$28,357
Checking	\$7,369	\$24,578	Spent	\$10,916
Savings	\$502	\$502	Add	\$2,307
Money Market	\$28,960	\$28,962	End year	
Totals	\$36,831	\$54,042		

AGENDA FOR TTA HOMEOWNERS BOARD MEETING

MONDAY MARCH 7, 2016 MAHEDY HOME 7:00 P.M.

1. APPROVAL OF FEBRUARY MINUTES: Sally
2. PRESIDENTS REPORT: PGE work update
3. TREASURER'S REPORT: Allen
4. MAINTENANCE: Allen
5. LANDSCAPE: Bill and Carole
6. NEW BUSINESS:
Pre annual meeting social: Carole
7. OLD BUSINESS:
Update on possible nominations: all
8. ADJOURN

March 2016 Minutes
Board of Director Meeting
Tanglewood Townhouse Association

OK as amended

Date: March 7, 2016

Meeting Place: 13 Britten Court (Mahedy residence)

Purpose: Monthly Board Meeting

Present: President, Pam Berg; Treasurer, Allen Robinson; Maintenance, Allen Ryman; Landscaping, Bill and Carole Hitchcock; Secretary, Sally Mahedy.

The meeting was called to order at 7:00 PM. The February minutes were approved for posting on the TTA website.

President's Report: According to Chris Bolton, PGE, the transformer repairs will be completed by March 21.

Treasurer's report: Allen distributed the monthly Treasurer's report. All dues have been paid.

In anticipation of the upcoming annual meeting, Allen also distributed a proposed operating budget for the coming year, July 2016 through June 2017. While the proposed budget reflects a 4% overall increase, our 2016 insurance premium (not received yet), may cause further adjustment. The 2016 premium is anticipated mid-April.

Landscape: Items under consideration include the condition of lawns, ^{and} improvements to the upper island on Bloch Terrace, ~~and a tree root review~~. Bill will discuss these matters with Dave Grover.

Maintenance: Some residents have received letters of commendation from Marcelino, Mountain Park CC&R Director, noting the cleanliness of their roofs or attractive property appearance.

New Business: In anticipation of the annual meeting, Carole and Bill Hitchcock will host a social on Sunday, April 24. The Board will reimburse Carole for expenses. Also to encourage attendance, the Board agreed to offer door prizes at the annual meeting.

Old Business: Lorin Dunlop and Jeremy Davis are considering serving on the Board. Marcia Lynch and Al Belais are tentative. Pam will again reach out to them

April meeting: The next meeting will be held Tuesday, April 5, 7:00 PM, at Allen Ryman's home, 27 Bloch Terrace.

Meeting adjourned at 8:00 PM.

Respectfully submitted,

Sally Mahedy

Budget Summary

Landscaping	Budget	Spent Feb	Spent, FYTD	Available
Grovers	\$18,700	\$1,508	\$12,064	\$6,636
Add'l landscaping	\$4,500	\$0	\$4,225	\$275
Tree and bank care	\$4,000	\$0	\$1,355	\$2,645
Water	\$1,500	\$0	\$1,780	(\$280)
Other	\$0	\$0	\$0	\$0
Maintenance				
Gutter cleaning	\$2,000	\$0	\$1,500	\$500
General maint.	\$1,000	\$0	\$0	\$1,000
Other	\$0	\$0	\$0	\$0
Administration				
Insurance	\$16,400	\$0	\$0	\$16,400
PGE	\$1,000	\$81	\$576	\$424
Professional fees	\$500	\$0	\$0	\$500
Mail and office	\$400	\$0	\$265	\$135
Fees, taxes, misc	\$300	\$0	\$145	\$155
Other	\$0	\$0	\$0	\$0
Totals	\$50,300	\$1,589	\$21,910	\$28,390

Expenses in Feb

Grovers	\$1,508
PGE	\$81
	<u>\$1,589</u>

Income in Feb

Dues	\$4,980
Assessments	\$0
Interest	\$7
	<u>\$4,987</u>

Bank Balances			Reserve balances	
	end Jan	end Feb	Start year	\$28,357
Checking	\$24,578	\$7,974	Spent	\$10,916
Savings	\$502	\$502	Add	\$2,307
Money Market	\$28,962	\$48,964	End year	
Totals	\$54,042	\$57,440		

AGENDA FOR TTA HOMEOWNERS BOARD MEETING

TUESDAY APRIL 5, 2016 RYMAN HOME 7:00 P.M.

1. APPROVAL OF MARCH MINUTES: Sally
2. PRESIDENTS REPORT: PGE work completed. New neighbors/passings
3. TREASURER'S REPORT: Allen will be absent
4. MAINTENANCE: Allen
5. LANDSCAPE: Bill and Carole
6. NEW BUSINESS:
7. OLD BUSINESS:
Annual meeting: date to send out ballots Sally
Social April 24 Carole: prizes and refreshments: all
8. ADJOURN

April 2016 Minutes
Board of Director Meeting
Tanglewood Townhouse Association

Date: April 5, 2016

Meeting Place: 27 Bloch Terrace (Ryman residence)

Purpose: Monthly Board Meeting

Present: President, Pam Berg; Maintenance, Allen Ryman; Landscaping, Bill and Carole Hitchcock; Secretary, Sally Mahedy. Absent, Allen Robinson, Treasurer.

The meeting was called to order at 7:00 PM. The March amended minutes were approved for posting on the TTA website.

President's Report: The PGE transformer repairs were completed on time (March 21).

Treasurer's report: The Board reviewed the Treasurer's monthly report and the proposed annual budget for 2016-17. Allen Ryman will check with Allen Robinson to verify the city is billing us correctly.

Landscape: Bill will check with Dave Grover on when to turn on the water meters. May 1 is the anticipated date.

Bill has received minor work requests from homeowners and will review them. The Board discussed whether there is room in the budget for minor cosmetic work on common property. Bill will look at the definition of "common property" once again.

There will be no tree work until mid-summer.

Maintenance: There are no maintenance issues at the moment.

Old Business: Lorin Dunlop, Jeremy Davis, Marcia Lynch and Al Belais have agreed to stand for Board positions.

The notice for the Annual Meeting and relevant documents will be mailed to all Tanglewood residents no later than April 19. Sally will check with Allen Robinson and Jeremy Davis before the mailing.

May meeting: The next meeting will be held Monday, May 2, 7:00 PM, at Pam Berg's home, 9 Britten Court.

Meeting adjourned at 8:00 PM.

Respectfully submitted, Sally Mahedy

Treasurer's Report to Board
 For year July, 2015 thru June, 2016

Tanglewood Townhouse Assn
 Apr 1, 2016

Budget Summary

Landscaping	Budget	Spent Mar	Spent, FYTD	Available
Grovers	\$18,700	\$1,508	\$13,572	\$5,128
Add'l landscaping	\$4,500	\$0	\$4,225	\$275
Tree and bank care	\$4,000	\$0	\$1,355	\$2,645
Water	\$1,500	\$0	\$1,780	(\$280)
Other	\$0	\$0	\$0	\$0
Maintenance				
Gutter cleaning	\$2,000	\$0	\$1,500	\$500
General maint.	\$1,000	\$0	\$0	\$1,000
Other	\$0	\$0	\$0	\$0
Administration				
Insurance	\$16,400	\$0	\$0	\$16,400
PGE	\$1,000	\$75	\$651	\$349
Professional fees	\$500	\$0	\$0	\$500
Mail and office	\$400	\$0	\$265	\$135
Fees, taxes, misc	\$300	\$0	\$145	\$155
Other	\$0	\$0	\$0	\$0
Totals	\$50,300	\$1,583	\$23,493	\$26,807

Expenses in Mar

Grovers	\$1,508
PGE	\$75
	<u>\$1,583</u>

Income in Mar

Dues	\$260
Assessments	\$0
Interest	\$2
	<u>\$262</u>

Bank Balances			Reserve balances	
	end Feb	end Mar	Start year	\$28,357
Checking	\$7,974	\$6,647	Spent	\$10,916
Savings	\$502	\$502	Add	\$2,307
Money Market	\$48,964	\$48,970	End year	
Totals	\$57,440	\$56,119		

AGENDA FOR TTA HOMEOWNERS BOARD MEETING

MONDAY MAY 2, 2016 BERG HOME 7:00 P.M.

1. APPROVAL OF APRIL MINUTES: Sally
2. PRESIDENTS REPORT: Neighborhood update
3. TREASURER'S REPORT: Allen
4. MAINTENANCE: Allen
5. LANDSCAPE: Bill and Carole
6. NEW BUSINESS:
7. OLD BUSINESS:
Annual meeting: final arrangements ? any need for phone calls
8. ADJOURN

Treasurer's Report to Board
For year July, 2015 thru June, 2016

Tanglewood Townhouse Assn
May 1, 2016

Budget Summary

Landscaping	Budget	Spent Apr	Spent, FYTD	Available
Grovers	\$18,700	\$1,508	\$15,080	\$3,620
Add'l landscaping	\$4,500	\$0	\$4,225	\$275
Tree and bank care	\$4,000	\$0	\$1,355	\$2,645
Water	\$1,500	\$0	\$1,780	(\$280)
Other	\$0	\$0	\$0	\$0
Maintenance				
Gutter cleaning	\$2,000	\$0	\$1,500	\$500
General maint.	\$1,000	\$0	\$0	\$1,000
Other	\$0	\$0	\$0	\$0
Administration				
Insurance	\$16,400	\$0	\$0	\$16,400
PGE	\$1,000	\$70	\$721	\$279
Professional fees	\$500	\$0	\$0	\$500
Mail and office	\$400	\$66	\$331	\$69
Fees, taxes, misc	\$300	\$50	\$195	\$105
Other	\$0	\$0	\$0	\$0
Totals	\$50,300	\$1,694	\$25,187	\$25,113

Expenses in Apr

Grovers	\$1,508
PGE	\$70
Mailing and fees	\$116
	<u>\$1,694</u>

Income in Apr

Dues	\$120
Assessments	\$0
Interest	\$1
	<u>\$121</u>

Bank Balances			Reserve balances	
	end Mar	end Apr	Start year	\$28,357
Checking	\$6,647	\$5,074	Spent	\$10,916
Savings	\$502	\$502	Add	\$2,307
Money Market	\$48,970	\$48,970	End year	
Totals	\$56,119	\$54,546		

May 2016 Minutes
Board of Director Meeting
Tanglewood Townhouse Association

Date: May 2, 2016

Meeting Place: 9 Britten Court (Berg residence)

Purpose: Monthly Board Meeting

Present: President, Pam Berg; Treasurer, Allen Robinson; Maintenance, Allen Ryman; Landscaping, Bill and Carole Hitchcock; Secretary, Sally Mahedy.

The meeting was called to order at 7:00 PM. The April amended minutes were approved for posting on the TTA website.

President's Report: Pam reported on current neighborhood activity: renovations at 5 Britten; preparations to sell 11 Britten; new neighbors in 21 Britten. The Board discussed the restoration plans for the Tanglewood Park to be undertaken by Mountain Park and the local neighborhood reaction. Mountain Park will host neighborhood meeting to explain and review the project. The meeting is the third information meeting on the project and will be held Tuesday, May 10, at 7:00 PM in the Mountain Park Hawthorn Room.

Treasurer's report: The Treasurer's report received Board approval. All dues are up-to-date. This year's insurance premium (for 2015-16) is \$18,800 and is anticipated to be more than \$18,800 for 2016-17. Having the invoice come in May makes budgeting in April a best-guess attempt.

Landscape: Homeowners would like to know the weekly maintenance schedule for common grounds. Bill will follow up with Grover's.

Cary Anderson, 21 Britten Court, has requested permission to remove arborvitae from her back yard. Bill has verified that the bushes are on her property and she may remove them without approval from the Board.

The banks will be treated for blackberry invasion according to the appropriate seasonal schedule (to be determined by Grover's).

Maintenance: Allen confirmed the sprinklers have been turned on for the summer.

May meeting: The next meeting will be held Tuesday, June 7, 6:30 PM, at Bill and Carole Hitchcock's home, 7 Bloch Terrace.

Meeting adjourned at 8:00 PM
Respectfully submitted, Sally Mahedy

AGENDA FOR ANNUAL MEETING TTA MAY 19 2016

WELCOME TO EVERYONE

NEW HOMEOWNERS IN TANGLEWOOD MUCH ACTIVITY IN THE PAST FEW MONTHS. HAS EVERYONE HERE SUBMITTED A BALLOT?

ESTABLISH THAT THERE IS A QUORUM

ANY NOMINATIONS FROM THE FLOOR?

SECRETARY READS MINUTES FROM LAST YEAR'S MEETING OR MOTION TO LET THE MINUTES STAND AS SENT.

SECRETARY TO BEGIN TABLING BALLOT RESULTS

UPDATE AND REMARKS FROM BOARD MEMBERS:

PRESIDENT: PGE WORK FINALLY WRAPPED UP IN MARCH 2016. TRANSFORMER REPAIRS, LAYING OF NEW CABLE

MAINTENANCE:

LANDSCAPE:

TREASURER:

SALLY TO READ BALLOT RESULTS

APPROVAL OF NEW BOARD MEMBERS

APPROVAL OF BUDGET

DRAWING :

ADJOURN

THE TANGLEWOOD TOWNHOUSE ASSOCIATION

MINUTES OF THE ANNUAL MEETING

MOUNTAIN PARK CLUBHOUSE, MAY 19, 2016

The annual meeting of the Tanglewood Townhouse Association was held at the Mountain Park Clubhouse 7 PM, May 19, 2016.

President Pam Berg called the meeting to order and welcomed members to the annual meeting.

The minutes of the previous annual meeting, having been distributed with the ballots for the current meeting, were approved without being read aloud. There being no nominations from the floor, the ballots (26) were tallied, resulting in approval without dissent of the four nominees for three Board seats. The 2016-17 annual operating budget was also approved.

President's Report: Pam welcomed those present and extended condolences to friends and families of John Pullen and Paul Torgerson. She then welcomed new homeowners, Craig and Carol Whitten, Cary Anderson and Grant Gilmore to the Association.

Pam reported on the repairs made by PGE to cables within the Association. The project was successfully completed after the early 2015 blackouts were brought to the attention of corporate PGE and the mayor of Lake Oswego. After various delays, the work was successfully completed spring, 2016.

Treasurer's Report: The 2016-17 annual operating budget (July through June) was approved. The Association finances are in excellent shape thanks to the dues increase approved in May, 2015 and Allen Robinson thanked all members for that vote of approval. \$1,500 will go to reserves for tree, sprinkler, and fence care.

The state of the sprinkler system will be reviewed during the coming year; for now, the existing system will be repaired as needed.

Landscape Report: Bill Hitchcock reported on improvements made to the common areas, including the removal of unhealthy trees. A large tree was removed behind 18 Britten Court. The Association spent \$6,561 on tree removal FY 2015-16.

The Bloch/Britten banks are now maintained semi-annually by Grover's.

The common areas will be reviewed in the coming year under the overall beautification plan.

Maintenance Report: Allen Ryman reported on the replacement of 150 feet of fence and necessary surveying. The costs of the replaced fence were shared with neighbors adjoining Association property.

New Board Members: The secretary confirmed the votes: 25 unanimously in favor of the proposed candidates. The Board welcomed Jeremy Davis, Lorin Dunlop, Al Belais and Marcia Lynch to the Board.

Resigning Board Members: Bill Hitchcock thanked resigning Board members Pam Berg, Allen Robinson and Allen Ryman for their excellent service to the Association. In appreciation, each received a gift certificate to Jefe's restaurant.

Drawing winners: Lacey Davis, Lorin Dunlop, Jim Maughn, Patricia Robinson and Tom Willis.

Carole Hitchcock was thanked for selecting the lovely door prizes.

The next Board Meeting will be June 7, 6:30 PM, at Bill and Carole Hitchcock's, 7 Bloch Terrace. All are welcome and new homeowners are encouraged to attend.

There being no further business, the meeting was adjourned at 8:30 PM.

Respectfully submitted,

Sally Mahedy

Proposed Operating Budget, Tanglewood Townhouse Association, July 2016 thru June 2017

Includes approved 2016 dues increase of \$120 per unit per year

Operating Expenses	New Budget, 2016-2017	Current Budget, 2015 to 2016			Prior Budget 2014-2015
	Planned	Planned	Actual	Variance	Actual
Grovers basic landscaping	\$18,700	\$18,700	\$18,096	-\$604	\$16,588
Add'l landscaping	\$4,500	\$4,500	\$4,225	-\$275	\$1,215
Tree and bank care	\$4,000	\$4,000	\$3,755	-\$245	\$2,575
Water	\$1,800	\$1,500	\$1,780	\$280	\$967
Gutter cleaning	\$2,000	\$2,000	\$1,500	-\$500	\$1,689
General maint.	\$500	\$1,000	\$250	-\$750	\$245
Insurance	\$18,800	\$16,400	\$18,000	\$1,600	\$17,794
PGE	\$1,000	\$1,000	\$900	-\$100	\$778
Professional fees	\$500	\$500	\$0	-\$500	\$0
Mail and office	\$400	\$400	\$305	-\$95	\$365
Fees, taxes, misc	\$300	\$300	\$316	\$16	\$147
Total Operating Expenses	\$52,500	\$50,300	\$49,127	-\$1,173	\$42,363
Income from Dues	\$63,840	\$59,280	\$59,280		\$54,720
Spend from Reserves	\$6,000	\$6,000	\$8,609		\$4,646
Final year-end Balance	\$5,340	\$2,980	\$1,544		\$7,711

Reserves Spent, July 2015 thru June, 2016 (actual)

Reserve Balance, June 2015	\$28,357
Spend on Fences, 2015	\$2,048
Spend on Trees, 2015	\$6,561
Add from budget surplus	\$10,153
Projected Balance, June 2016	\$29,901

Reserves to be spent, July 2016 thru June, 2017 (estimated)

Reserve Balance, June 2016	\$29,901
Spend on Trees, 2016	\$6,000
Add from budget surplus	\$11,340
Projected Balance, June 2017	\$35,241

Allocation of Reserves after June, 2017 (estimated)

Fences	\$6,000
Trees	\$8,000
Sprinklers	\$10,000
Streets	\$11,241
Total	\$35,241

AGENDA FOR TTA HOMEOWNERS BOARD MEETING

TUESDAY, June 7, 2016, 7 Bloch Terrace, Bill and Carole Hitchcock's home

1. Welcome to new Board members, farewell to retiring members
2. Election of Board officers
3. Approval of minutes from May meeting
4. Review of minutes from Annual meeting
5. Treasurer's report: Allen Robinson/Jeremy Davis
6. Maintenance report: Allen Robinson/Lorin Dunlop
 - a. Maintenance of sewer lines in common ground
 - b. Roof repairs/replacement
7. Landscape report: Bill and Carole Hitchcock
8. Old Business
9. New Business
10. Next meeting date
11. Adjournment

OK as is

JUNE, 2016 Minutes
TANGLEWOOD TOWNHOUSE ASSOCIATION HOMEOWNERS MEETING

Date: Tuesday June 7, 2016

Meeting Place: Bill & Carole Hitchcock's residence, 7 Bloch Terrace

Purpose: Monthly association meeting

Present: Past board members, President, Pam Berg; Treasurer, Allen Robinson; Maintenance, Allen Ryman; Landscaping, Bill and Carole Hitchcock; Secretary, Sally Mahedy.

New board members: Jeremy Davis, Al Belais & Marcia Lynch

Absent: New board member, Lorin Dunlop.

The meeting was called to order at 6:30 PM.

Bill Hitchcock thanked the past board members for their service and welcomed the new members.

May Board of Director meeting minutes were approved as amended for posting on the TTA website.

May 2016 Annual Meeting Minutes: Bill Hitchcock will check the TTA bylaws to see if they can be approved now or if we must delay approval to the 2017 annual meeting.

Election of Board officers: As approved by present board members President - Sally Mahedy;

Vice President - Bill Hitchcock;

Treasurer - Jeremy Davis;

Secretary - Marcia Lynch with assistance from Al Belais

Landscaping - Bill & Carole Hitchcock with assistance from Al Belais

Maintenance - Lorin Dunlop

Treasurer's Report: The report received board approval.

As noted in last months minutes, our State Farm insurance premium is billed one month after the TTA budget is approved. Our budget was planned to pay the same amount as last year (\$16,400), but we were billed at an increase for a total of \$18,818 which was paid.

Maintenance Report: Several residents have posed the question whether roof repairs or replacement require approval from Mt Park. Allen Ryman reported the bylaws state roof repairs do not but roof replacement does.

Questions regarding responsibility for sewage line maintenance in common ground have also recently arisen with the discovery of tree root invasion in the lines behind 11 Britten Court. The board agreed our maintenance board officer will call the city to determine who is responsible for sewage line in common areas.

Landscape report: Bill reported on the results of the review he and Dave Grover did to identify some beautification projects in the common areas. Most were cosmetic additions such as adding bark mulch and small plants in several areas. Bill is not recommending that we do all of the projects at this time, in order to stay within our 2016-17 additional landscaping budget. An expenditure of between \$3000-3300 would be reasonable; however final figures depend on the cost of some materials in areas where bark mulch is being added. Since we cannot do this work under our remaining 2016 budget, approval of the final amount will be taken up at the July board meeting.

Old Business: The board determined monthly meetings will be held the first Tuesday of the month at 7 PM.

New Business: The annual Tanglewood Townhouse Association potluck will again be held in August. Carole Hitchcock has graciously agreed to once again head up the planning committee. More details will be in the forthcoming newsletter that will be mailed to all residences in the TTA in late June or early July.

July meeting: The next meeting will be held Tuesday, July 5, 7 PM at Sally Mahedy's home, 13 Britten Court.

The meeting adjourned at 8 PM.

Respectfully submitted, Marcia Lynch

AGENDA FOR TTA HOMEOWNERS BOARD MEETING

TUESDAY, July 5, 2016, 13 Britten Court, Sally Mahedy's home

1. Approval of June minutes
 - a. Should the Board review the minutes and respond to the Secretary as soon as they are prepared?
2. President's report
3. Treasurer's report: Jeremy Davis
4. Maintenance report: Lorin Dunlop
5. Landscape report: Bill and Carole Hitchcock
6. Old Business
 - a. August Potluck
7. New Business
 - a. Record retention - any binding legal requirements?
8. Adjournment

Treasurer's Report to Board
For year July, 2015 thru June, 2016

Tanglewood Townhouse Assn
Jun 1, 2016

Budget Summary

Landscaping	Budget	Spent May	Spent, FYTD	Available
Grovers	\$18,700	\$1,508	\$16,588	\$2,112
Add'l landscaping	\$4,500	\$350	\$4,575	(\$75)
Tree and bank care	\$4,000	\$0	\$1,355	\$2,645
Water	\$1,500	\$0	\$1,780	(\$280)
Other	\$0	\$0	\$0	\$0
Maintenance				
Gutter cleaning	\$2,000	\$0	\$1,500	\$500
General maint.	\$1,000	\$0	\$0	\$1,000
Other	\$0	\$0	\$0	\$0
Administration				
Insurance	\$16,400	\$18,818	\$18,818	(\$2,418)
PGE	\$1,000	\$62	\$783	\$217
Professional fees	\$500	\$0	\$0	\$500
Mail and office	\$400	\$53	\$384	\$16
Fees, taxes, misc	\$300	\$0	\$195	\$105
Other	\$0	\$0	\$0	\$0
Totals	\$50,300	\$20,791	\$45,978	\$4,322

Expenses in May

Grovers	\$1,858
PGE	\$62
Mailing and fees	\$53
Insurance	\$18,818
Totals	\$20,791

Income in May

Dues	\$370
Assessments	\$0
Interest	\$10
Totals	\$380

Bank Balances			Reserve balances	
	end Apr	end May	Start year	\$28,357
Checking	\$5,074	\$2,655	Spent	\$10,916
Savings	\$502	\$503	Add	\$2,307
Money Market	\$48,970	\$30,977	End year	
Totals	\$54,546	\$34,135		

October 2016 Minutes
TANGLEWOOD TOWNHOUSE
ASSOCIATION
Board of Directors Meeting

Date: Tuesday October 4, 2016

Meeting Place: Home of Carole & Bill Hitchcock, 7 Bloch Terrace

Purpose: Monthly association meeting

Present: President, Sally Mahedy; Jeremy Davis, Treasurer; Maintenance, Lorin Dunlop; Landscaping, Bill and Carole Hitchcock; Secretary, Marcia Lynch & Al Belais co-director

Assistant to Landscaping: Al Belais

The meeting was called to order at 7PM by Sally Mahedy, president.

September minutes approved without further amendment for posting on the TTA website.

President's Report:

Sally will be contacting the new residents at 17 Britten Court, will get all contact information and send a welcome letter.

HOA dues are in arrears for just one household. Sally will contact them to give a reminder they are several months overdue.

Treasurer's Report:

Jeremy will make 2 separate line items for "bank care" and "tree care" on next years budget. *Jeremy*

Bill and Sally will investigate the TTA "Seven Year Reserve Plan" which is not accounted for on the budget.

Maintenance Report:

Lorin Dunlop will contact the Zahlers (#17 Bloch Terrace) to establish a timeline for restoring the original color to the southside of the Hunters (#19 Bloch Terrace) garage wall.

Over the next several months, Bill Hitchcock will write a letter of explanation clarifying CCRs governing exterior paint colors and shared walls, and exterior architectural changes which will be sent to all homeowners and residents of the TTA HOA.

Lorin will draft a policy memo over the next several months, for consideration by the board, and to be included with the CCRs, which will clearly reiterate the rules regarding the exterior paint pallet and placement of the paint.

As stated in last months minutes: The TTA HOA exterior paint palette has recently been affected by some changes in colors and numbers at Miller Paint Co. This has affected some but not all of our color palette. Over the next several months, Lorin will gather samples of new colors and the board will develop a proposed palette which will be submitted to homeowners for approval. The palette is to be finalized at the upcoming HOA annual meeting in May, 2017.

10/16/16

Lorin has yet to hear back from Phil Lawrence of Lake Oswego's waste water management regarding work that was to be completed on the lateral sewer lines behind the homes at 5,7,9, and 11 Britten Ct. Lorin will continue attempts to contact him to confirm if the work was completed this summer as planned or is yet to be done.

Landscape Report:

Bill Hitchcock provided an updated estimate for 12 small tree projects equaling \$5469 rather than \$6,131.00 which was approved by the board at the September meeting. Bill will send a letter to the affected homeowners/residents before work commences.

New Business:

Marcia Lynch & Al Belais will write and distribute the TTA newsletter within the next several weeks along with an updated roster. Board discussed items to be included. Sally now has the newsletter template and will forward to Marcia & Al.

Changing the day of the board's monthly meeting was discussed and all present agreed the 2nd Tuesday of the month would work. However, we were not able to confirm this with our treasurer, Jeremy Davis who was called away early for a work emergency.

Also, since the 2nd Tuesday in November is the Presidential Election, the board agreed to meet Thursday, November 3rd.

Sally will confirm with Jeremy if these changes will work with his schedule.

November meeting: to be held Thursday, November 3, 7PM at the home of Sally Mahedy

The meeting adjourned at 8:30 PM

Respectfully submitted, Marcia Lynch