



# Tanglewood Townhouse

A S S O C I A T I O N

3 Monroe Parkway, Box P-156, Lake Oswego, OR. 97035

Minutes of the Board of Directors Meeting of the Tanglewood Townhouse Association (TTA)

*Lake Oswego, Oregon, January 19, 2025*

## **1. Call to Order**

President called to order at 9:13 a.m.

Attendees: Lisa Shaw, Treasurer; Rachel Inscoe, Secretary; Cindy Bennett, Landscaping; Margaret Kowitz, President; Janet Strader, Maintenance

Absences: None

Quorum: Met

## **2. Agenda Approval**

Approved

## **3. Minutes Approval**

Minutes from the November 2024 Board Meeting approved once budget update is received

## **Member Reports**

### **4. President**

-Sent year end community update. Asked for landscape helper volunteers, both Al B. and Don G volunteered.

-Spring potluck discussed. Carole H. volunteered to help. Looking at early June for possible dates.

-Claim made on Master Insurance policy. President and Treasurer to contact Jay at State Farm to make sure going forward State Farm contacts the board. Owner's own insurance instructed her to contact the HOA insurance. Home owner's policy will cover what HOA policy does not. State Farm HOA policy has covered most of it.

### **5. Secretary**

-will add board member emails to top of roster as an owner suggested, along with the website.

-added new CCRs to website. President will mention that in next community email.

## **6. Treasurer:**

-Only 10 owners remaining who are not on autopay.

-Reminded group that new welcome packet should be sent to owner of 5 Bloch and renters at 17 Bloch

-Anticipating that because of claim on HOA State Farm Insurance policy will likely go up next year. Will alert board to any changes in annual costs once that information is received to determine how that will affect a dues increase.

-Buckley has cost about \$5,000 this fiscal year, meaning very little budget left for the remainder of the year.

-Gutter cleaning was under budget; embankment maintenance is under budget so far. This could help cover overages on legal expenditures. As of December approximately 41% of budget has been spent so tracking well.

### Monthly Budgets:

November, 2024

Expenditures: \$4,072.73

Yearly budget: \$83,669.32\*

Year to date spent: \$29,765.41

Balance remaining: \$53,903.91

December, 2024:

Expenditures: \$4,273.07

Yearly budget: \$83,669.32

Year to date spent: \$34,038.48

Balance remaining: \$49,630.84

\*TTA Adopted 24/25 Annual Budget was \$77,178, with unspent funds in the amount of \$6,491.32. These funds had been set aside to pay for the emergency tree removal in the Bloch Terrace cul-de-sac, but the invoice was not paid until July which is a new fiscal year. As a result we have carried the funding over into this fiscal year to cover the invoice and the "Revised" budget for the year is now \$83,669.32

## **7. Maintenance**

-Good feedback received from residents regarding gutter cleaning.

-Does a letter need to go to 11 Bloch regarding deck needing repair? Janet to look into Mt. Park possibly checking on it and contacting the owner as it is possibly a liability issue.

-Maintenance Requests Reviewed by Board via email prior to meeting:

15 Bloch: Approved driveway; President to send approval letter

New Maintenance Request Applications: nothing to review at meeting

### **8. Landscaping-**

-Tree care still to be done this year, Lisa confirmed \$5,000 available, along with \$3,000 remaining in embankment funds to be spent this year. Cindy will ask Angel from GBR for bids on maintenance for both banks.

-Will ask Al B. for help with tree care and meeting and walking with various vendors is quite time consuming.

No new landscape applications

### **9. Old Business**

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### **10-New Business**

-Insurance claim has been taken care of and repairs are complete.

Next Board meeting will be at 13 Bloch, March 10 (moved to March 24), 7:00 p.m.

Adjourned 10:08 a.m.