



# 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, Monday, July 21, 2025*

## **1. Call to Order**

President called to order at 7:03 p.m.

Attendees: Margaret Kowitz, President; Lisa Shaw, Treasurer; Rachel Inscoe, Secretary; Janet Strader, Maintenance (outgoing), Craig Whitten, Maintenance (incoming); Cindy Bennett, Landscaping

Absences: None

Quorum: Met

## **2. Agenda Approval**

Approved

## **3. Minutes Approval**

Draft Minutes from May 2025 Annual Board Meeting approved

## **Member Reports**

### **4. President**

-Early summer block party went well, good feedback. Next party to be in September, possible the 11<sup>th</sup>. Will check with Lorin Dunlop to see if she'll be available as she offered to help. Will check with Carol Fuller to see what party supplies she'll be able to provide.

### **5. Secretary**

-New roster done.

-License renewed with Secretary of State and information has been uploaded to the TTA website

### **6. Treasurer:**

-Invoices and billings have been updated for the new year.

- Continuing to work on getting everyone on autopay. All but one have paid for the next 6 months or are on auto pay, one issue due to bank info error, working directly with owner to reconcile.
- Working with title company on info from new owners of 21 Bloch

#### Monthly Budgets:

May, 2025

Expenditures: \$4,072.73

Yearly budget: \$83,669.32\*

Year to date spent: \$29,765.41

Balance remaining: \$53,903.91

June, 2025:

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

- Re-sent approval to 15 Bloch for driveway re-paving since work has been delayed for about a month.
- All maintenance paperwork and instructions have been turned over to Craig from Janel.
- Treasurer reminded board all invoices received should be approved by the board member first and them forwarded to Treasurer with confirmation of approval.
- Maintenance Requests Reviewed by Board via email prior to meeting: none

New Maintenance Request Applications: nothing to review at meeting

### 8. Landscaping-

- Working on testing shrubbery area on Britten to see if they can get by with less water to keep water costs down. Will report back later in summer.
  - Unknown person keeps using community water source to water the grass between 19& 21 Bloch. This is expensive so Cindy will try to figure out who is doing that and let them know to stop.
  - 6 Britten requested landscape crew remove a large branch on the rhododendron behind the house be removed and Cindy will let them know.
- No new landscape applications

### 9. Old Business

-Rental cap was brought up at the annual meeting. John M., Lorin and Al volunteered to speak directly to neighbors who voted no to find out why and see if they can answer any questions. Would be good to come up with a 'script' or note to correct any misconceptions about how it does NOT reduce the buyer pool, that investors don't pay list price, and any other issues that people have brought up. Cindy to talk to Lorin and John and have more info by the January retreat to decide then to put it on the ballot or not. Lisa will send Cindy a list of the last statistics available on percentages of rentals we currently have. Could be a good idea to come up with actual scenarios of what a rental cap looks like for current owners and potential buyers.

-Buckley-still need to know next steps on getting passed amendments officially filed so they can be shared with the community and listed onto the website as part of the community documents. Lisa will start a new email chain to Buckley with copies of the ballots and approved annual meeting minute draft asking to let us know next steps.

### **10-New Business**

-Three board positions will be open next year. Margaret, Lisa and Rachel will come off so they should start doing a lot of outreach as soon as possible, picking a few people to email and sending that out.

Next Meeting will be Monday, September 15 at 13 Bloch, 7:00 p.m.

Adjourned 8:16 p.m.