



# Orengo Gardens Homeowners Association

Hillsboro, Oregon

## Board Meeting Agenda & Minutes February 15, 2007

### Welcome & Sign In 7:00–7:05

- 1.) Sign-in (6:45pm)
- 2.) Call to Order & Introductions
  - Call to order 7:06pm.

### General Business 7:05 – 8:45

- 3.) Treasurer's Report
  - January Financials
    - First month with B&H and their reports.
    - Greg presented new document packet.
    - Greg did a reconciliation of the NWCM closing cash balances and the B&H opening bank transfer balances – and they balance to the penny.
    - We were not billed a Mgt. Fee.
    - We did not pay the Row home Insurance bill yet. Heather has talked to
  - Master Assoc. Assessment – Receivables Status & Next Steps
    - In 2006 the approx \$70k January master assoc revenue came in \$50k January, \$15k February and \$5k March. So far in January 2007 we've collected \$32k.
    - Heather thinks it will take another 60 days to settle out.
    - Board thinks we do not need to have another mailing and will monitor it again in February.
    - Board also waives charging late fees for January because of the transition.
- 4.) Strategic Planning Discussions
  - 2007 Board Goals
    - In 2006 the priorities were:
      1. New property mgt. company.
      2. Be more responsive to community maintenance requests.
      3. Wrap the row home insurance audit.
      4. Be more aggressive with ARC violations.
      5. Maintain fiscal discipline.
    - For 2007 the Board priorities are:
      1. Increase community involvement in the HOA and grow future Board members.
      2. Be more responsive to community issues such as maintenance requests, traffic and ARC violations.
      3. Governing documents review.
      4. Conclude row home legal matters.
      5. Fiscal stewardship including reviews of insurance policies and investment strategy.
  - 2007 Master Plan

- Scott shared the 2006 Master Plan spreadsheet and Board status reported developed at the end of 2005 for Board review and decide if they want to continue using it in 2007.
- Janine felt it was not necessary now that we have B&H as it was created at a time when the Board was actually running day-to-day activities.
- Orenco Station is working on a Board manual and we will tie into that via Heather.
- 2007–2010 Long Range Planning
  - Scott presented draft example of a long range planning process.
  - Board agreed to devote time in future meetings this year to work on a 3 year strategic plan.
  - Greg would like to ensure that we integrate sustainability into the process – ties into the Board continuity priority.

#### 5.) Other Business

- Meeting reminder postcards
  - We will place the whole year’s board meeting schedule on the website and in the bulletin board and terminate the monthly postcards with the exception of March and the annual fall meeting. (Board vote 3–0)
- Reserve Study Discussion
  - Row homes
    - No action to be taken.
  - Other/Errors
    - Heather to follow up with phone calls to Dan Huntley at Western States as he has been non-responsive to Greg’s e-mails requesting clarification of the straight line funding increase for the Cottages reserve model.
- Row home meeting to discuss lawsuit.
  - Board voted in December to rescind the decision to go ahead and file suit and wants to get the 413 together to be presented with the merits of the case from Schwindt (our CPA firm) and Vial (our Law firm).
  - Next step is for Scott to contact Schwindt and Vial to request what form of write-up/presentation they can provide.
  - Once we have a plan from the CPA and Lawyer the Board will decide whether to call a 413 owners special meeting to vote on the issue, or to provide the information in writing along with a ballot.
- B&H spending approval limits discussion.
  - Board voted to allow single Board members to give B&H approval for expenditures between \$500–1000. (Approved 3–0)
- Other...
  - The Board decided that in the case of reported violations an information letter will be sent for unverified activities. Second party complaints and verified complaints will trigger violation notices.
  - Board had not seen the December meeting minutes and will need to approve at the March Meeting.

#### 6.) Committee Reports:

- ARC
  - Two recent denials: Iron Arbor and Shed exceeding the fence height.
- Landscape – French Drain 566 64th Court \$540
  - Repair approved.

- Neighborhood Watch
  - Not staffed or active at this point.
- Gov't Affairs
  - Greg is the new chair and soliciting suggestions for sources of information. Suggestions included the city of Hillsboro website, planning committee meeting minutes, networking with other local HOA's.
- Social
  - Social chair wants to know her budget for 2007 – it's \$3,350. Greg to advise/respond to Pam.
- Website
- Pet.
  - Seeing an increase in uncollected pet poop that appears to be from the apartments. Heather will draft and send another letter to the apartment management company.

Open Forum 8:45 – 9:00

- Row home fence needs repair. On Heather's list.
- Discussion on adding a photo cell to the flagpole.
- Need to remove swallows nest from the pavilion.

Adjournment 9:00

Adjourned 9:08pm.