

ARBOR VILLAGE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
09/08/2008 7:00 PM
Banks Library Community Room, Banks OR

Call to Order:

Brad called meeting to Order at 7:00pm.

Roll Call:

Board members present:

President: Brad Barber

Vice President: Marty Ullery

Treasurer: Mike Wynkoop

Open Forum –or- Owner Comments:

- A vendor solicitation was presented to the Board.

Approval of Minutes:

Minutes of the 08/11/2008 Board of Directors Meetings were reviewed by the Board members in the 09/08/2008 meeting. Minutes were approved and will be sent to NWCM for files.

ACC Topics:

Discussion was held concerning Tree Trimming, Site Reviews, and Lawn standards.

- Marty to contact Kate to clarify ownership of trees in carriage collection in the planting strips between the street and sidewalk.
- Mike to e-mail Kate updated list on reviewed Tree issues provided by Showplace.

Move Board Meeting date/time:

Discussion was held concerning moving the board meeting to the last week of the month to resolve financial report issues.

Brad presented the following Motion which was seconded by Mike:

MOTION: Will leave meeting times AS-IS. Topic to be revisited in next fiscal year. Upon vote, unanimously approved.

Greenville Park Topics:

Discussion was held concerning gazebo maintenance/repair, grass and sidewalk damage from playground construction, and trashcan donation to friend of Greenville park.

Brad presented the following Motion which was seconded by Marty:

MOTION: Bid from John Deegan provided by the park committee of \$275.00 is approved for gazebo repairs. Upon vote, unanimously approved.

Marty presented the following Motion which was seconded by Mike:

MOTION: Under advisement from NWCM, the grass and sidewalk damage is not the AVHA's responsibility. Upon vote, unanimously approved.

Common Area/CC Vendor Bid:

Discussion was held on vendor solicitation from Southwest Landscape.

- Mike to contact Kat and request she contact the vendor and request a formal bid for 2009 fiscal year.

One time Amnesty for delinquencies:

Discussion was held concerning aging delinquencies under \$5.00 due to billing timing issues and advisement from NWCM concerning the issue.

Marty presented the following Motion which was seconded by Mike:

MOTION: A "one time" amnesty shall be applied to aging delinquencies "under \$5.00" and removed from aging delinquency report. Future Late charges occurring post this one time amnesty shall still apply.

NWCM Bills being paid automatically:

Discussion was held on if NWCM needs approval for association bills to be paid. Upon review of contract with NWCM, billing can be paid without approval for standard association business. Topic closed.

Good Neighbor Award Program:

Discussion was held on review of implanting a Good Neighbor Award program.

Brad presented the following Motion which was seconded by Mike:

MOTION: ACC to take over management and implementation of the program. Board to review rules and plan before implementation. Program should be announced in Fall newsletter. Upon vote, unanimously approved.

Website/Newsletter Update:

Discussion was held on website updates needed and update on fall newsletter status.

Brad presented the following Motion which was seconded by Mike:

MOTION: Remove the "Play Structure Form" from the community page. Covered by ACC form. Upon vote, unanimously approved.

MOTION: Remove the "Park Rental Agreement Form" from the community page. Inquires should go to the city for this. Upon vote, unanimously approved.

Brad presented the following Motion which was seconded by Marty:

MOTION: Create a new "Documents & Forms" tab/page and move forms and Docs to it. Rename the "Community" page to "Committees" and keep committee information on it. Upon vote, unanimously approved.

Review of Monthly Financials:

Financials were reviewed as provided from NWCM for the month of July 2008.

Marty presented the following Motion(s) which was seconded by Brad:

MOTION: Approve Financials and Invoices. Correction to be made by NWCM for Arbor Village and CC for Electrical vs. Watering cost coded incorrectly. Upon vote, unanimously approved.

Wood/Vinyl Fence Repairs:

Discussion was held on upcoming wood and vinyl repairs to be done in October.

Marty presented the following Motion(s) which was seconded by Brad:

MOTION: NWCM to notify homeowners that are affected by the wood fence repairs at a minimum of 2 weeks prior to the work beginning. Upon vote, unanimously approved.

Mike presented the following Motion(s) which was seconded by Brad:

MOTION: Vinyl fence post replacements to be expanded from 2 to 4 posts. Upon vote, unanimously approved.

Announcements:

- Marty announced that the next meeting of the Board of Directors Meeting to be held on 10/13/2008, at 7pm, at Banks Library Community Room.

Adjournment:

Marty presented the Motion to adjourn the meeting which was seconded by Mike at 08:50 pm. Upon vote, unanimously approved.

Respectfully Submitted,

Marty Ullery
Vice President

Date of Minute Approval