Roth Estates HOA Board Meeting

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| Minutes | July 21, 2014 | 7:00 p.m. | 517 ne rOTH sTREET, SUITE G PORTLAND, OR 97211 |

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| board members present | GORGY GONZALES, MICHAEL GRAY, ANDREW PAINTER, KAYLENE PUTNAM, MARK PUTNAM |
| board members ABSENT |   |
| hOMEOWNERS PRESENT |  DAVE GRIFFITHS, JONATHAN HECHT |
| Meeting called by |  KAYLENE PUTNAM |
| MINTUES TAKEN BY  | GORGY GONZALES |

## Homeowner’s Forum

Dave Griffiths advised that he applied for a permit. He was advised that the City of Portland rules for removal of trees override the association rules, therefore the tree that has caused sidewalk buckling in front of his house cannot be cut down because the tree is not dead. Sidewalks can be grinded down but will have to be replaced in the coming years. Homeowners aren’t going to want to replace the sidewalks every three years. Mike advised that the city said we can’t remove trees but we have to prune them. The city approved the planting of these trees but it is the homeowner’s responsibility to keep them pruned.

Jonathan Hecht brought up review of the alley ways to determine if they need to be addressed. He also stated that there is a lack of communication from the Board to the homeowners. He would like a financial report, and a copy of the minutes. Gorgy advised she would send him copies of past meeting minutes in 2014.

Mike suggested we notify homeowners that if they don’t have an email address we won’t send them any information.

Dave has agreed to take the Member at Large position, and Mark will take the Architecture committee position.

## Approval of Minutes

The minutes were read from the March 17, 2014, and May 19, 2014 meetings and were approved.

## Meeting Opened

Called to order at 7:14 p.m.

## Officers Reports

* President – Kaylene discussed making the CC&Rs and meeting minutes available online. Parking still an issue as there are cars parked in driveways that extend beyond the driveway and into the sidewalk. Mike advised that the parking attendant does respond to report from homeowners and that he would get a notice out to attach to vehicles. There continues to be an issue with boat trailers also and additional parking space being utilized by the tenants on the floating homes. When a parking notice is issued, they have 14 days to address the parking issue and we can tag as many times as necessary.
* Vice President – Drew advised he is an official board member of the Bridgeton Neighborhood Association (BNA). He stated that he wasn’t able to make the last meeting, and he plans to continue supporting the Bridgeton website and also the liaison between the BNA and Roth Estates HOA. He advised he has not done any recent tagging on cars for parking violations.
* Treasurer – Mike advised he has received an additional $1.48 in interest, and received a bill for office supplies for the printer. There is an outstanding bill from the landscape company totaling $1,930.00. He gave an update on the following properties: 518 NE Bridgeton closed, 448 NE Bridgeton and 446 Roth are in escrow, and there are two additional properties on the market.
* Secretary –None
* Member at Large – Mark advised that he has seen an improvement in the garbage and recycle bins being put back after pick up.

## Committee Reports

No committee reports discussed.

Old Business

* CC&Rs – Gorgy inquired when the CC&Rs would be available electronically. Drew stated he could convert the paper copy to an electronic copy. Jonathan to email Gorgy the last copy he has and Gorgy to work with Drew to convert online. All new homeowners will be sent a copy and meeting notices to homeowners will include information about how they can obtain a copy online.
* Common Area/ Park Benches – Drew asked for feedback on the park benches. The best option is the metal bench as they can be more easily maintained as compared to the other options. Mike advised there’s a bench down by the Blue Frog landing that is an ideal choice as it hasn’t needed any maintenance. It’s located by the recycle/garbage bins. The setting of the park benches may take approximately seven bags of concrete and will need to have a set of four J bolts. Mike advised he will look at the catalog and see if there are other options available.
* Annual Neighborhood Blocky Party - Mark advised will cost approximately $1,000.00 just for the sound alone, not including the band. He would prefer that others take lead in the planning of the party and is offering to run the audio and sound. The HOA will supply the burgers, hot dogs and condiments and that we should plan on approximately 120 burgers. We will ask the neighborhood community to bring a side dish to share and we will need at least two barbeque grills.

Kaylene will talk to Deanna Ponder about putting together activities for kids. Mike to take care of the gift baskets. Drew to talk to the Bridgeton Board about donating items (ice and Johnny Bucket).

Gorgy to create a flyer to be sent by email on August 1, then delivered two weeks prior to the event on August 16. It was decided the event would be on August 31st from 3:00p.m. to 8:00 p.m. Everyone agreed to have another ad hoc meeting on July 28, 2014 to review the flyer.

New Business

Dave has volunteered to take on the member-at-large position. Mark will resume serving on the architectural committee. Motion to approve Dave as the new member-at-large. Board approves.

The Roth HOA office will be located in Suite B separate from the meeting room in Suite G. The Board will have use of the office free of charge for 12 months.

Gorgy to research if there is a service that has newsletter templates containing seasonal information for newsletter content.

Meeting minutes need to be sent to homeowners two weeks before the next meeting, with information on how they can obtain copies of past meeting minutes and how to request a treasurer’s report. Drew to bring it up at the next BNA meeting as an agenda item.

There are 12 homeowners that have not paid their dues. Mike advised that homeowners can’t sell their property or re-finance the home if they have past due HOA dues.

Next Meeting

* September 15, 2014, 7:00 p.m., 517 NE Roth Street, Suite G

## Meeting Adjourned

Motion to adjourn was made at 8:41p.m. and passed unanimously.