

Board Meeting Minutes
Saturday, August 14, 2021

This meeting was called to order by Treasurer John Metschan, convened at the Common Area at 2:09 PM. In attendance were Treasurer John Metschan, Dana Buckley “At Large” and Secretary Doug Millican and newly elected board member Carol Jones.

Assigning positions is was the first order of business. Jim will remain president, John will remain Treasurer and Carol will be Secretary. Doug and Dana will be members “At Large” with responsibilities to assist and advise where necessary. Doug will work closely with Carol to transition the responsibilities of the secretary from him to Carol in the next few weeks. Dana will remain the point of contact for landscaping, the DRC Chair, manage or assist with elections and drafting minutes of meetings along with the help of Carol and Doug if necessary. Doug will continue to manage the Member Contact List and serve on the DRC and remain available to help with anything when the need arises.

Our attorney, Heather Reynolds is downsizing her practice with the goal of retirement in the near future. John received letter from her on 5/13/21 requesting our approval to transfer our files to be managed by her colleague Josh Stellmon, Attorney. We unanimously voted to retain Josh as our attorney. John will make contact with them to let them know of our decision. Josh’s contact information is jstellmon@hk-law.com 503-255-7777.

Dana expanded on the challenge of soliciting quotes from our two selected landscape vendors, Lakeside Landscaping and Ground FX Landscape Management. The quote from Lakeside has doubled to \$1200.00 per month and the FX proposal is \$1595.00 per month. Both quotes seem to cover services that are not necessarily specific to our needs in scope of work and frequency. Dana has agreed to draft a request for quote fashioned around our specific needs and will send it out for re-quote upon completion.

John suggested that another board member review his accounting records in the near future as a review by another board member has not been conducted for quite some time. No action plan was confirmed at the meeting, but will remain an open issue until a review can be conducted.

The meeting was adjourned at 2:58