

MINUTES OF THE BOARD OF DIRECTORS' MEETING OF THE OAK HILLS HOMEOWNERS' ASSOCIATION HELD ON MARCH 2ND, 2011 AT THE OAK HILLS CHRISTIAN REFORMED CHURCH, FIRESIDE ROOM, 2815 NW FOREST AVENUE, BEAVERTON, OREGON AT 7:00 PM.

PRESENT: Mrs. Linda Kitchin, President
Mr. Norm Rose, Vice President
Mr. Dan Smith, Treasurer
Mrs. Michelle Schnoor, Secretary
Mr. Peter Rauch, Director
Mr. Brad Buchholz, Director
Mr. David Busby, Director
Mr. Jim Erzen, Director

ABSENT: Mr. Alan Lachman, Director

BY INVITATION: Mr. David Johnston, Owner
VOLUNTEER PARLIAMENTARIAN
Mrs. Diane Wood, Community Manager CMCA, AMS, PCAM
COMMUNITY MANAGEMENT, INC. AAMC

Owners as listed on the sign-in sheet.

I. CALL TO ORDER

The meeting was called to order at 7:08 pm by President Kitchin.

- **COMMENTS/ISSUES FROM HOMEOWNERS**
- Owner Micki Sparr read a statement to the Board (see attached).
- Owner Hal Smith stated the Board should respond to Sparr's allegations.
- Owner Amelia Barton expressed her appreciation of the time and dedication the Board contributes to the Association. Barton added that the results of the survey will be forthcoming.
- Owner Sheila Brewer commended the Board for making a good business decision to contract with the Pioneer to distribute the newsletter as it saves money for the Association and they are a neutral party.
- Owner Desiree Baldacci agreed with the Board's decision to have the newsletter distributed by a neutral party.
- Owner Sheila Brewer questioned why Micki Sparr requested mediation with her to resolve a business decision made by the Board to contract with the Pioneer to deliver the newsletter rather than the Oracle.

III. APPROVAL OF PREVIOUS MINUTES

AGREED

Smith moved to approve the minutes from the meeting held on February 17th, 2011.
Motion seconded by Buchholz and carried with Rose abstaining.

IV. FINANCIAL REPORT

Treasurer Smith reported Currie and McClain, PS are in the process of performing the 2009/2010 Audit. The Oak Hills Budget is on target and doing fine. Smith stated that he is reviewing the investment of CD's as well as FDIC limits that affect a few of the accounts. Smith plans to move monies from money market accounts to CDs, i.e. \$100,000.00 would be laddered into three CDs with staggered maturity dates and will have a final recommendation at the next Board Meeting.

CMI submitted the Collection Report as prepared by Vial Fotheringham dated March 1, 2011 to the President and the Treasurer.

V. COMMITTEE REPORTS

A. Recreation – David Busby

- Plans for the summer activities are underway - reviewing guards and swim team coaches; preparation of the 2011 Handbook, etc.
- Pool is scheduled to open on May 31st, 2011.
- A Rugby team requested use of the field during the spring but the schedule is completely full and their request cannot be accommodated.

B. Maintenance – Jim Erzen

- General Tree will inspect the fir and maple trees.
- The completion of the front entrance is dependent on the weather.

C. Special Events – Linda Kitchin

- 4th of July planning is on-going with the theme to be selected.
- A notice will be placed in the newsletter calling for volunteers as Kitchin needs assistance with the collection of donations, etc.
- Buchholz volunteered to assist Kitchin as needed.
- Erzen will support Mark Watson with his list of duties.
- Rose will arrange for and coordinate the fireworks presentation.

D. Architectural Committee – Norman Rose

- No architectural applications have been submitted.

E. RV Lot – Peter Rauch

- Seven (7) accounts are outstanding; eight (8) residents are on the waiting list.

F. Internal Affairs – Brad Buchholz

- No complaints have been received.

G. Communication – Michelle Schnoor

- Minutes have been posted on the website.
- The website is gathering responses to the information previously posted regarding the Expansion of Bethany Boulevard.
- The Survey and Town Hall information are on the website.

H. RDR Committee – Myra Lee (see attached)

I. Historic Preservation – Darla Castagno

- Collecting data from a number of sources for the library.

VI. CAPITAL IMPROVEMENT FUND – PETER RAUCH

Rauch will review possible lighting improvements/modifications in the Recreation Center with Luma Design. The Board discussed whether the improvement fund should be used for the purchase of traffic calming devices or the installation of lighting and flooring in the Gymnasium.

AGREED

It was agreed the focus will be on obtaining assistance from Washington County for the traffic calming devices. As it may take up to a year to gather new traffic data and get a response from the County, it was agreed speed signs would be posted in the meantime.

VII. BETHANY BOULEVARD EXPANSION – NORM ROSE

Rose reported on February 22, 2011, the County Commissioners had approved the expansion of Bethany Boulevard to be a modified 4 lane – 2A version which reduced the width by six (6) feet and moved the bike lanes to be on the inside of the sidewalks. He noted the County plans to spend \$12 million to study the construction of an overpass. A group of the "3 NOT 5" Committee formed a separate and incorporated group, "3 NOT 5, Inc.". They are represented by an attorney and are made up mostly of the owners whose homes are directly affected by the expansion.

VIII. PAINT COLORS

Rose stated a second reference book that holds the approved paint colors has not yet been assembled.

IX. CODE OF CONDUCT

Rose reported he did not have the Code of Conduct form with him.

X. BEHAVIOR POLICY FOR RECREATION – DAVE BUSBY

Busby reported the drafting of the policy is still in process. Rose requested the Board review a draft of the policy.

AGREED

It was agreed the Board will review the draft of the Behavior Policy.

XI. ANNUAL MEETING

The Board discussed the concept of Oak Hills qualifying for a designation awarded by the State Historical Preservation Office ("SHIPO"). It was discussed further that it would be voted on at the Annual Meeting scheduled for May 10, 2011 and that SHIPO would be invited to make a presentation.

AGREED

The Board of Directors agreed the above noted ballot measure will be included on the notice of the Annual Meeting and will be voted accordingly. It was noted all notice information (ballot, nominations, and biographies) should be received in the offices of CMI on or before April 5, 2011 so they can be included with the notice.

XII. DISPUTE RESOLUTION – AWARDING OF CONTRACT

President Kitchin reported Micki Sparr had requested mediation between the Oak Hills Homeowners' Board and Sparr using the Beaverton Conflict Resolution Center as the mediator. The issue to mediate was OHHA Board members co-delivering the Oak Hills Newsletter and the Pioneer Newsletter, as Sparr believed it was a conflict of interest for board members to work with the Pioneer to deliver the Pioneer newsletter. Kitchin asked the Board if they had reason to believe that mediation is the appropriate avenue to conciliate a vendor/contractor who is displeased that they were not awarded a contract.

AGREED

Rose motioned to engage in mediation and dialogue with the owner of the Oracle. Motion failed for lack of a second.

XIII. DISPUTE RESOLUTION – CIVIL COMMUNICATION

President Kitchin reported she had spoken with Jim Brooks, Beaverton Mediation Department who stated he recommends a smaller group rather than the whole Board engages in the mediation. Discussion followed regarding the appropriateness of mediation to improve civil communication with Sparr.

AGREED

Schnoor moved that members of the Oak Hills Board seek mediation with Micki Sparr with the goal of having civil communication between the Board and Sparr during future interactions and publications. Buchholz seconded the motion. Motion failed with Busby, Rauch, Kitchin, and Rose and opposed.

Schnoor moved that members of the Oak Hills Board seek mediation with Micki Sparr with the goal of having civil communication between the Board and Sparr during future interactions. Rose seconded the motion. Motion passed with Busby, Rauch and Kitchin opposed.

XIV. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:17 pm.