

MINUTES OF THE BOARD OF DIRECTORS' MEETING OF THE OAK HILLS HOMEOWNERS' ASSOCIATION HELD ON MAY 4th, 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. Dan Smith, Vice President/Treasurer
Mrs. Michelle Schnoor, Secretary
Mr. Peter Rauch, Director
Mr. Brad Buchholz, Director
Mr. David Busby, Director

ABSENT: Mr. Jim Erzen, Director

BY INVITATION: 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 7:03 pm by President Kitchin.

II. COMMENTS/ISSUES FROM HOMEOWNERS

Homeowner Micki Sparr noted a correction to the meeting minutes for April 6th, 2011. Homeowner Bruce Quervach introduced himself as new to the neighborhood.

III. APPROVAL OF PREVIOUS MINUTES

AGREED

Motion made by Smith to correct the minutes from the Board Meeting held on April 6th, 2011 as follows:

"XI. BETHANY BOULEVARD

With the absence of Norm Rose, Kitchin reported an update of the Bethany Boulevard issue was not available. Homeowner Sparr reported the Washington County Commissioners have made a decision and the "3 not 5" INC has dissolved since they have no appeal rights..."

Motion seconded by Buchholz and carried without objection.

Rauch moved to approve the meeting minutes from April 21st, 2011. Smith seconded the motion. The motion was carried without objection.

IV. FINANCIAL REPORT

Treasurer Smith reported twelve (12) accounts are past due noting the accounts receivable status is consistent with prior years. The 2009/10 Audit as preformed by Currie & McLain, PS will be presented by the Auditor at the June 1st Board Meeting.

CMI Wood will present the collection report from Vial Fotheringham at the May 10th annual meeting to the President and Treasurer.

V. COMMITTEE REPORTS

A. RV Lot – Peter Rauch

- The RV Lot has been restriped and cleaned.
- Spaces are available.

B. Internal Affairs – Brad Buchholz

- The owner with the corner hedge that impedes visual clearance for motorists agreed to trim it in the spring.
- A letter will be sent to an owner who is raising chickens.
- A few trailers are reported sitting in driveways. One of those owners was recently evicted from the RV lot. Both Rauch and Buchholz will speak with her, the board of directors giving her (60) sixty days to move the RV.

C. Communication – Michelle Schnoor

- The website is up to date.

D. Architectural Information– Linda Kitchin

- Received applications for painting and the installation of a roof.

E. Special Events – Linda Kitchin

- 4th of July planning is on track.
- Insurance will be purchased for this event.
- The contract with Western Fireworks is the same as last year.

F. Recreation – David Busby

- Summer sign up for swim, swim team and other activities is May 7th, 2011.
- The pool officially opens May 28th, 2011.
- The vortex cover will be purchased for the big pool.
- A drain (Virginia Graham) will be installed in the big pool (small pool was done last year).
- Recreation areas are being cleaned – picnic area, pool area, tennis courts, etc.
- The baseball field has been tilled and raked. It will be maintained throughout the year so that a major clean up is not necessary in the spring.
- Requested the reader board be designated for Association activities only and that it be covered and locked. The lock will be reinstalled but it will not be locked unless a need arises.
- Interviews are being held with coaches and lifeguards.
- Smith requested printing services be shopped for the best price and all the printing then be done at one location.

VI. RDR COMMITTEE – MYRA LEE (SEE ATTACHED)

Myra Lee requested an extension from July 1st to September 1st for the Committee to submit their final report to the Board. The Committee will distribute surveys at the Annual Meeting and the Summer Sign-Ups. Lee will make a presentation at the Annual Meeting on behalf of the Committee and owner input will be requested.

AGREED

Motion made by Rauch to approve the extension request. Motion seconded by Buchholz and carried without objection.

VII. HISTORIC PRESERVATION

President Kitchin reported a representative from the National Historic Register Program in the State Historic Preservation Office ("SHIPO") will be present at the Annual Meeting to review the process and benefits of gaining the designation as a historic property on the National Historic Register. The owners will then vote on whether or not they are in favor of the Oak Hills being placed on the register. CMI Wood provided the Board with a draft ballot to review.

AGREED

The Board approved a ballot to be distributed at the Annual Meeting.

VIII. DROP BOX STICKERS

Castagno will be selling drop box stickers at the Summer Sign-Ups.

IX. ANNUAL MEETING

The Board of Directors reviewed the Annual Meeting procedure scheduled for May 10th, 2011. CMI Wood reviewed the nominee slate received in the offices of CMI. The Board stated they will state which of the nominees have signed the recently established Code of Conduct.

X. CAPITAL IMPROVEMENTS

Busby requested approval to purchase tables, pool furniture, chairs and umbrellas for the Recreation Center at approximately \$800.00.

AGREED

The Board requested a list of the recommended replacements be emailed to the Board for review.

XI. SPEED SIGNS

Schnoor reported Washington County Traffic Department had agreed to provide three (3) speed signs to the Association without charge (estimated cost \$12,000.00). The Board reviewed the possible locations of the three speed signs.

AGREED

Schnoor will work with Mike Mills, Washington County on the final placement of the speed signs.

CMI Wood noted that Schnoor should be commended for obtaining Washington County's cooperation in this matter as the County had previously denied the Association's request for assistance in traffic calming.

XII. PAINT COLORS

Kitchin noted that if a paint color from the binder is selected, it is an automatic approval. If the color is not in the binder, it must be submitted to the ARC Committee for review and approval.

XIII. POOL FENCE REPLACEMENT

Discussion followed regarding the replacement of the remainder of the pool fence. It was noted that portions of the fence had been replaced with black wrought iron fencing. Further discussion followed regarding the use of wrought iron as the metal becomes hot in the sun and can be uncomfortable upon contact. A variety of options were discussed to remediate this concern such as installing an awning above the fence area, table umbrellas, etc.

AGREED

This item was postponed for discussion and further review until the next meeting.

XIV. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:46 pm.