

**FAIRVIEW VILLAGE HOA PHASE I
BOARD MEETING
November 6, 2017 MINUTES**

Location Terry H. house

Call to Order at 7:00pm

Attendance: Brian, Jeff, Terry & Pat (via phone link)

Review of Minutes. September minutes reviewed. Motion by Brian to accept as prepared, seconded by Terry.

President's Report

New storage unit has been set up and file cabinets, signs, paint has been moved into it. Prepaid through 12/31/2017 in amount of \$230.13. Monthly charge thereafter will be \$66.13/month. Address is: Five Star Storage Co., Unit B37, 20315 NE Sandy Blvd, Fairview, OR 97024

Committee Reports

1. Treasurer's Report (Pat A.)

Checking as of 9/22/17	\$10,989.90
Checks cleared	-\$2,031.67
Fund Transfer to Share Acct	0
CHECKING at 11/06/17	\$8,958.23
SHARE at 9/22/2017	\$32,355.16
Funds transfer from checking	0
Interest Deposit 9/30/2017	\$1.57
SHARE at 11/06/2017	\$32,356.73
Outstanding checks	-\$0
TOTAL ASSETS at 11/06/2017	\$41,314.96
Pending Deposits	\$0.00

Mailing labels and master homeowners list have been updated with new homeowner details. Lists provided to board members along with financial information.

We have not received the refund yet from The Outlook. Pat to contact for update.

2. Wall – Brian indicated there are a couple of spots that may need repairs. He is waiting to connect with wall repair guy to get a quote.
3. Welcome - nothing to report. Pat to provide Brian with the list of all the new homeowners from 2017. We still need the name of the new homeowners at 1063 NE Multnomah.
4. Website – nothing to report.
5. Newsletter – nothing to report.
6. ARB – discussion on how to revamp the notification letters. Terry suggested a "report card". Brian provided a draft of a letter to be sent to Doug W., lot 8, regarding his car business being run out of his home and cars parked in the Village. Letter to be cc'd to neighbors who are allowing cars to be parked in their driveway. Pat has received updated

address for lot #47. The notification letter was returned and will need to be forwarded to the new address.

7. Graffiti – nothing to report. Paint is in storage unit.

Old Business

Still no word from the City yet on tree availability for the approximately 10 homes that need trees planted. Unable to review options for installation. Pat to contact Schuyler to get an update.

With Pat's relocation, Brian has the checkbook and will be writing checks. Terry has the key to the PO Box and will check for mail. Jeff has the laptop. Pat will continue to prepare financial information and participate remotely in Board meetings.

Pat sent final email to lot 33 regarding non-payment prior to sending details to attorneys for collection.

Pat had not heard anything from the CPA we had spoken with previously and will contact the State of Oregon tax division about the process to confirm and/or apply for tax exempt status.

New Business

Brian to schedule a meeting with Gregory Coxey, with Vial Fotheringham, to review options for Lot 1 non-compliance.

Annual Meeting Prep – Pat confirmed that Wood Village Baptist Church fellowship hall has been reserved for February 26th annual meeting starting at 6:30pm. She will begin preparing documents for January mailing and initial budget prep. Brian researched cost off replacement mailboxes with uniform numbers to begin budgeting process. Estimating an additional \$20. Storage unit expense of \$66/month will be included in budget prep. Board to approach the City to get a speaker again for the Annual Meeting – possibly Allan Berry, Public Works Director, with updated info from Schuyler Warren regarding trees.

With the resignation off Nick Dixon from both the ARB and the Board, a new Secretary needed to be appointed. Motion made by Pat to appoint Jeff Dennerline as Secretary, seconded by Brian.

Discussion on how to solicit more homeowner involvement in ARB, various committees and/or Board. Brian is going to work on a letter to go to all homeowners reviewing ARB needs, compliance issues as well as other committee member needs and requesting more participation.

Brian is in the process of getting bids for maintenance work that will be presented to homeowners for an "opt in". The first is the cost to trim trees each Fall. The second will be to maintain the planter strips (mowed and edged) with a reminder to homeowners that they are responsible for watering their planter strips. This information should be available for the Annual Meeting.

Adjourned at 8:00 pm

Next Board Meeting: Sunday, January 7, 2018, at 7pm – Terry's house

Submitted by Pat Alfonso