

**Arbor Terrace HOA
Board of Directors Meeting Minutes
August 14th, 2012**

Minutes of the Board of Directors meeting of Arbor Terrace HOA held on August 14th, 2012 at the Fire Station, 15440 SW Oregon Street, Sherwood, OR 97140 at 6PM.

Present: Amy Boyle Treasurer
 Amanda McMillian Secretary
 David Wagner Director

Absent: Courtney Atwood President

By Invitation: Ed Hamilton, Community Association Partners

Owners present as indicated on sign-in sheet.

Call To Order:

The meeting was called to order at 6:44PM by Board Treasurer, Amy Boyle.

Accept or Amend Agenda:

The agenda was approved by unanimous decision.

Previous Meeting Minutes; June 2012:

June 2012 Meeting Minutes were approved by the Board via email for earlier circulation amongst homeowners.

Officer's Report:

Treasurer, Amy Boyle summarized the association's financial status to date.

Committee Reports:

House Painting: 15771 Harvester submitted paint colors for ARC approval. Amy motioned to approve and David seconded.

Landscape: Several grass areas in the neighborhood have turned brown due to failing irrigation controllers and poor sprinkler head placement. To date 3 controllers have been replaced (\$500 per controller). In an effort to keep costs down Amy walks the neighborhood frequently to check timers and replace sprinkler heads. Also, Amy received a bid to prune the trees between the homes on Holland and the apartment complex for row house construction clearance. The total cost would be \$1,920 and billed to the "Row House Construction Reserve."

Row House Construction Update:

The row house construction is suspended. The Board is waiting on the final loss amount from the forensic CPA. That is expected to come in this week at which time our final proof of loss will

be submitted to the insurance carriers. Once the insurance money is received construction will commence and the Special Assessment will be reinstated to row house owners.

The Board has requested that Charter Construction give us the exact cost in removing the trailers. Once received the board will decide if it is the most cost effective route to remove the trailers until the insurance claim is settled.

New Business:

New Management Contract with CA Partners – It was decided that additional revisions to the contract were needed. The Board will also be reviewing CA Partners insurance.

Unfinished Business:

Community Picnic- Tabled until next year.

Oregonian – 3 boxes where placed throughout the community next to the mail boxes.

Open Forum:

The following topics were discussed during the Open Forum:

- 2012-13 Budget Expenditures
- Internet Service Contract- Expires in 2014
- Communication with Owners by Email
- Annual Meeting- October
- Fence Cleaning – Community Clean-Up Langer Dr

Next Meeting Date:

The next Board Meeting is scheduled for October 23rd at the Fire Station at 6PM.

Adjournment: Upon motion made by David Wagner and seconded by Amanda McMillan, the Board Meeting was adjourned to go into Executive Session at 7:27PM.

Reconvene to Regular Board Meeting:

There being no further decisions to be made, the meeting was adjourned at 7:45PM.