

NOPTHA Board Meeting Minutes
August 8, 2011

In attendance:

Board Members - Kathy Giesen, Donna Leudesdorf, Vickie Dell, Diane Welsh
Sterling Management - Bonnie Anderson, Patti Lundeen
Owners: Dave Wilcoxon, Tim Hargraves

Meeting called to order by kathy Giesen @ 7:00

Minutes from the July meeting were approved as written

Treasurer's report" Umpqua Bank \$11,312.14; Edward Jones statment was not available at time of the meeting

OLD BUSINESS

A. Maintenance items

1, Screening repair at #60 was completed

2.Update on light situation: Source Electric and Sterling worked for 3 hrs. to troubleshoot what was wrong. All lights are now woekig except #44, 54 and 56. Source Elec. says there is a short in the line and he doesn't have the equipment ot repair it. He suggested Builder's Elec. since they have locator equipment. sterling had called Builder's, but they only have one locate worker, and he was on an out -of- town job. Board suggested Sterling call Builder's and see how long the wait will be; if more than a week or two, Board asked Sterling to try to find another electrician who can do this work since these lights have been out for such a long time. sterling agreed to do this.

#49 is still flickering. Sterling will check with Source elec. to see if he looked at #49 specifically. this is the lamp that Sterling replaced a ballast in already....still flickering.

3. Leaking faucets @ #18, 31, 49 and 55 All have been repaired per Sterling. President reported that #18 phoned her less than a week ago reporting that hers was still dripping and the ground around the hose bib seemed soft and mushy. Sterling will check again to see if #18 hose bib has been replaced. If not, it will be done.

4.Signage cleaning, repair and replacement: All have been cleaned; new sign has arrived for far west entrance on Bond Lane. New post will be installed just to right of the driveway rather than posting the sign on a lamp post as was done previously.

5. Remove cable hanging over roof of clubhouse : This was completed by Sterling

6. Bid to build cover over mailboxes: Sterling presented a bid of \$1400. \$700 for materials and \$700 for labor (2 days). Board will hold a decision for now.

7. Roof maintenance - scuppers: Sterling will check with Pacific Rubber on cost; discussion about need to have a roof maintenance plan for cleaning the roofs off once the rainy season starts; mesh scupper covers could be put in as each roof is cleaned. Put on September agenda.

B. Pool gates Gates were ordered from Oregon Fence; two black iron gates for \$898 which includes installation. This was approved unanimously over email. President has called twice about progress and has been promised "in a week or so". She will call again.

C. Landscape items

1. Bark for #63 and #3 : This will be completed by Thompson when the work at #61-62 is done.

2. Board walk through to prioritize landscape xtras...(grass at #62, grass at #'s 30-36 and #'s 18-23 Thompson's and President spoke with both owners of #61 and #62 about removing large rhodies by front doors, removing grass from driveway all the way back yto where the grass is growing well. Owners will help with replanting and maintenance. Asked for bid from Thompson's and will email to the board for final approval.

Board will wait on landscaping for areas #30-36 and #18-23

D. Directory progress update from Sterling: Sterling still working on it. Board will give owner request forms to #38, #43, #23 and #32.

E. Umpqua Bank CD: President took resolution from board as an OK to open an account and then a CD with Umpqua Bank. There was a better rate of return on opening a savings account with \$5K and then opening a money market account for \$25, which would earn 1.29 APY from now through December 2011. So after Board discussion, President opened a \$50k money market account in addition to the \$5k savings account. The Board will look at the market in December and decide what to do the funds at that time. It was also moved and seconded and unanimously approved that the President would deposit another \$20k when our next CD with Edward Jones matures on August 12.

F. Clubhouse garbage and cleaning:

Empire Cleaning is back on board; will be here every Monday to clean up after pool traffic on weekend. Will clean the clubhouse once a month, but he will only charge on what needs to be done. He will concentrate on bathrooms. President called Royal Refuse for a small roll cart and recycling to dispense of items both from pool area and from maintenance shop as needed.

G. Garbage/Recycling center :

This is for Units #7-36; discussion about locking the enclosure; the original plan was to use the pool key but the suggestion was made to have a code lock so people would not have to have their key with them when they go out to empty garbage and recycling. Code could be changed occasionally as needed.

Two or three people in carport units have said they will not use it. Discussion about renters/users responsibility and that cost for garbage will be gilled separately from the HOA dues. Royal Refuse fees will be \$358 per month for pick ups. Association will pay this and these costs will be recouped from the fees collected from owners It was moved by Vickie and seconded by Diane to approve the contract for Royal Refuse for \$2100. This is for the materials to build the two enclosures. Labor costs of approximately \$1100 are being donated by Royal Refuse. Sterling will send out a letter to all carport residents and owners letting them know that the new system will be ready for use by Sept. 1st and that they should cancel their current garbage service.

H. Irrigation update:

1. roses on Norckenzie: Haven't yet gotten water to them
 2. front area by oaks and the sign #1-3: repaired and being watered now
 3. mailbox area by #65 and near boxes: got all nozzles adjusted; then a valve burst by the apron of #65; repaired
 4. overspray @ #39: fixed; not spraying door any longer; owner still feels it is being overwatered.
 5. grass behind #43: Thompson had to order a new timer
- It seems that once an area gets turned on, then the pressure breaks nozzles or pipes or valves that were weak and were not having water flow previously. The \$1,100 bill from Thompson's for irrigation repairs this past month is reasonable for the amount of work they have had to do.

I. Water usage resolution responses from owners:

Responses from owners were passed out for board members to read; Board had a good and lengthy discussion about water usage. It was moved by Vickie and seconded by Kathy and approved by 3 of the 4 board members present (VP Donna Leudesdorf voted "no") to rescind the "no car washing" resolution; however, residents will be asked to limit car washing to only people who live in the unit - no family or friends. In addition, the letter from the board will include a general discussion regarding conservation of water usage and the challenges the Association faces with costs of water and storm water.

J. Letter to #54 has been sent out.

K. Chimneys

1. Update from Donna on which ones need to be done (cleaning the outside and repairing crowns if needed). She passed out a spreadsheet with which units' chimneys have been cleaned and which are still to be done. Sterling will check with two vendors to compare the costs of cleaning the outside of the chimneys

2. The question arose about cleaning dryer vents. Sterling will read the bylaws to see if dryer vents are the responsibility of the Association or the owners.

3. Sterling got a cost comparison with Ye Olde Chimney Sweep, but it was for cleaning the flues rather than the outside. Sterling will report next month on vendor bids for cleaning the outside.

L. Pest Control: Diane is meeting Synergy Pest Control at the site to do a walk around on August 22 to see if there is a problem with wood devouring organisms. She will report to the board.

M. Pruning of pin oak @ #49

President called Highland Tree Service again to ask what the best time of year would be to prune the tree; he said any time is ok as long as it is pruned correctly. This is put on hold for now.

NEW BUSINESS

A. Owner request from #31 to extend their privacy fence by 3 ft. to keep items on their patio from being seen and thus having a greater chance of theft. Suggestion to extend fence at #30 farther out to keep patios of #30 - 33 more private. Board

also talked of possibility of a locked chain link bike storage area as some other complexes have. No decision at this time.

B. Boundary fence on side of #55 This fence has many broken boards and has been repaired in some places when trees have fallen through, etc. QUESTION: Did Sterling ever talk to Green Homes builder about sharing cost of a common boundary fence? REQUEST: Sterling maintenance go look at it and give an estimate of replacing the broken boards.

C. Additional agenda items:

1. #16 has dried leaves that have been on the upper deck for over a year; fire hazard; President will call owner for clean up or offer Sterling Management to do it.

2. #66 replacing his own deck very slowly; has a very large tarp covering the entirety of the deck; an eyesore to neighbors; board member will talk to him about completing the project in a timely manner before the rain starts.

Meeting was adjourned to executive session @ 9:03 p.m.

Respectfully submitted,

Kathy Giesen, President (interim secretary for month of August)