



Meeting Minutes  
June 21, 2011

**Opening:**

The Special Board Meeting of Quail Hollow-East Homeowners Association was called to order at 7:34 P.M. on June 21, 2011 in Tigard, OR. by Stephanie Mitchell.

**Board Members Present:** Judy Boyle                      Mike Gadbery                      Wayne Kephart was absent due  
Matt Frazer    Stephanie Mitchell                      to personal business

**A. Approval of Agenda**

The agenda was unanimously approved as distributed.

**B. Approval of Minutes**

Reading of the minutes of the previous meeting was waived.

**C. Treasurer's Report**

The treasurer's report was approved as read by Mike Gadbery.

**D. No Open Issues**

**E. New Issues**

1. Determine Escrow Officer for two properties

The property on Quail Creek Lane and the one on 122<sup>nd</sup> have closed after sale however, the HOA has not been contacted. The property on 122<sup>nd</sup> has a large amount of arrearage to be paid by the bank. The county will be contacted to determine the date of closure and try to find out which escrow company handled the sale.

2. Welcome Basket

A welcome basket will be prepared and delivered to the new owners of the properties on Saturday, June 25, 2011.

3. Security Issue

It was brought to the attention of the board there is a potential security issue regarding the flyers when delivered on a holiday weekend. The discussion concluded with the board being more conscious of flyers delivery when a holiday weekend is involved.

4. Block Party

Discussion of the specifics for the Block Party consisted of determining the food items to be obtained. Mike Gadbery volunteered to coordinate the set up which will begin at 9am Sunday August 7, 2011. It was suggested to inquire about renting a 30x30 canopy for over the cement pad rather than set up all the 10x10 canopies if the cost is not too high. Gerald Pitts has been contacted to be the Bingo caller again this year. Mike Gadbery will contact the Fire Department to invite them to attend and Diann will contact Jim Wulf with the City of Tigard Police Department. A Flyer will be distributed a couple of weeks before the Block Party which will include a request for volunteers as will the July and August Newsletters and an email will be sent out requesting volunteers for set up and take down. This weekend Mike will inventory the supplies in the shed to determine needs.

**F. Adjournment:**

Meeting was adjourned at 9:04 P.M. in Tigard, OR. by Stephanie Mitchell.

Minutes submitted by: Matt Frazer, Secretary