



Meeting Minutes  
September 20, 2011

**Opening:**

The Meeting of Quail Hollow-East Homeowners Association Members was called to order at 7:45 P.M. on September 20, 2011 in Tigard, OR. by Wayne Kephart.

**Board Members Present:** Wayne Kephart  
Matt Frazer  
Judy Boyle  
Stephanie Mitchell  
Mike Gadbery

**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 read by Mike Gadbery and approved as read.

**D. Open Issues**

1. 2011 Events

a. Garage Sale

Participation in this years garage sale was very light even though the weather was good, The advertising cost was \$5 over the budget. Next year will consider a later date for the garage sale as the competition with school ending and the Rose Festival may have had an impact.

b. Block Party

Block Party budget of \$2000. The Final cost of the Block Party was \$1,693.05. Even though participation was good a consideration to move the Block Party to the first weekend after Labor Day may make for better participation.

**E. New Issues**

1. Block Party Canopies

The Association has about a dozen canopies that were purchased in 2005/6 to provide shade during the event. These averaged a price of less than \$30 each. Many are very worn and all take a good deal of time to put up. Instant canopies 10x10 are priced from \$100 to \$170. Bimart had Instant Canopies 10x10 straight leg for \$59.97. Motion by Judy was made and seconded to purchase 10 Instant Canopies at the price of \$59.97 each to replace current canopies and attempt to sell current canopies on Craigslist. The vote was taken and passed unanimously.

2. Architectural Control Policy

Concern has been expressed that a new member may lower property values by a change in home appearance by paint color change or added home improvement which might be unsightly. Board reviewed and adopted a policy by email effective August 3, 2011. The proposed policy was sent to all members on or about August 28, 2011. Response was received from 3 members, one was in agreement with the policy, one believed the

Association could not fine members for violations of the CC&Rs and one indicated there was no basis in the CC&Rs for the board to adopt the policy. The proposed policy was revised to an appearance guideline. Motion by Matt was made and seconded to adopt the front appearance guideline. The vote was taken and passed unanimously.

3. Appoint Chairperson for Nomination Committee

Appointment of the nominations committee chairperson is required for the 2012 election. The nominations committee chairperson and another member appointed by the Association president count the votes and certify the 2012 election of the board members. Motion by Mike was made and seconded to ask Leilani Arellano, Brenda Kephart or Dick Pacholl to serve as the nominations committee chairperson. The vote was taken and passed unanimously.

4. Estimated Budget for 2012

The Board reviewed the estimated budget for 2012. Concern was expressed that the Association has been operating at a loss. The explanation of this loss is the fact that there are members who are not paying their assessments. Motion by Wayne was made and seconded to accept the 2012 estimated budget. The vote was taken and passed unanimously.

**F. Adjournment:**

Meeting was adjourned at 8:39 P.M. in Tigard, OR. by Wayne Kephart. The next meeting is scheduled for January 18, 2012.

Minutes submitted by: Matt Frazer, Secretary



## **Exterior Front Appearance Guideline**

In accordance with the mission statement of the Board of Directors, this is a guideline for the members to consider when making major changes to the front of their homes.

1. Any major Exterior change to the property that may effect the appearance of the front of the home (i.e. paint color, storage building or a patio roof) precluding any landscaping or furnishing of the front porch should not result in a reduction of property values for the surrounding neighbors.
2. The exterior color scheme suggested is in the Earth Tone color palette.
3. *Earth tone* - a color scheme that draws from a color palette of browns, tans, greys, greens, oranges, whites, and some reds. The colors in an earth tone scheme are muted and flat in an emulation of the natural colors found in soil, moss, trees and rocks. Many earth tones originate from clay earth pigments, such as umber, ochre, and sienna is generally the color scheme for the neighborhood. A partial example is attached which shows the wide range of this color scheme.

Recorded in the Book of Minutes as a guide to all members:

Date: September 20, 2011

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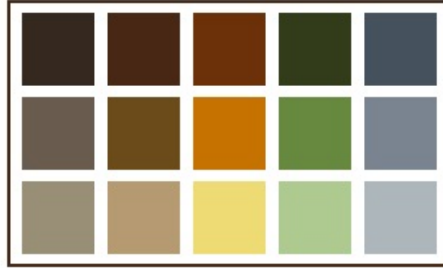
President, Board of Directors

Quail Hollow-East Homeowners Association

# EARTH TONE

C M Y K

A	30	50	60	80
B	20	30	40	50
C	10	15	30	30
D	20	70	90	70
E	15	50	90	50
F	5	20	40	20
G	10	80	100	50
H	0	55	100	10
I	0	5	50	5
J	55	25	85	70
K	50	5	80	25
L	25	0	40	5
M	55	30	20	50
N	30	15	10	30
O	20	10	10	10



EARTHTONE-I	EARTHTONE-D	EARTHTONE-G
EARTHTONE-F	EARTHTONE-H	EARTHTONE-A
EARTHTONE-F	EARTHTONE-J	EARTHTONE-E
EARTHTONE-L	EARTHTONE-A	EARTHTONE-J
EARTHTONE-F	EARTHTONE-D	EARTHTONE-M

Quail Hollow East Home Association

2012 Estimated Budget

January through December 2012

<b>Income</b>	
<b>Assessments, Fees &amp; Interest</b>	
Monthly Assessments	\$ 20,085.82
<b>Total Assessments, Fees &amp; Interest</b>	<u>\$ 20,085.82</u>
<b>Interest</b>	
Bank Operating Interest	\$ 0.60
Bank Reserves Interest	\$ 18.00
<b>Total Interest</b>	<u>\$ 18.60</u>
<b>Total Income</b>	<u>\$ 20,104.42</u>
<b>Expense</b>	
<b>Accounting &amp; Management Fees</b>	
Accounting Services	\$ 1,944.00
Insurance	\$ 1,882.00
Office Supplies	\$ 120.00
Postage	\$ 180.00
Taxes & Licenses	\$ 200.00
<b>Total Accounting &amp; Management Fees</b>	<u>\$ 4,326.00</u>
<b>Association Operations</b>	
Asset Repairs	\$ 360.00
Landscaping	
Common Area Maintenance	\$ 12,000.00
<b>Total Landscaping</b>	<u>\$ 12,000.00</u>
Miscellaneous	
Utility	
Irrigation Water	\$ 1,200.00
<b>Total Utility</b>	<u>\$ 1,200.00</u>
<b>Total Association Operations</b>	<u>\$ 13,560.00</u>
<b>Event Expenditures</b>	
Block Party	\$ 2,000.00
Garage Sale	\$ 50.00
Welcome Basket	\$ 120.00
<b>Total Event Expenditures</b>	<u>\$ 2,170.00</u>
<b>Total Expense</b>	<u>\$ 20,056.00</u>
<b>Net Income</b>	<u><u>\$ 48.42</u></u>