

Quail Hollow - East

Homeowners Association

15685 SW 116th Avenue #311
King City, OR 97224

Meeting Minutes
January 17, 2013

Opening:

The Member Meeting of Quail Hollow-East Homeowners Association was called to order at 7:45 P.M. on January 17, 2013 in Tigard, OR. by Mike Gadbery.

Board Members Present: Mike Gadbery
Matt Frazer
Leilani Arellano

Wayne Kephart was absent out of town
Stephanie Mitchell was absent due to personal reasons

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. Open Issues

1. Park Lighting

Matt Frazer gave an update regarding the park lighting and possible trimming of the trees. He discovered to put lights in the park other than solar, the cost of contracting to provide power was somewhere in the neighborhood of \$2,000.00 and to secure rental lighting from PGE was not feasible as the lights need to be located so they can be serviced from a truck in the street. He found solar lights which would stand less than six (6) feet high at a cost of approximately \$100.00. These would require cement pads into which the light poles would be screwed. More discussion and investigation of options is required before a decision is made regarding the park lighting.

2. Park Trees

Matt also gave an update regarding the possible trimming of the trees in the park. He obtained an estimate from Morton Tree Maintenance which was \$140 per tree to be trimmed. He was told this would not necessarily solve the problem and that actually the trimming could be self-accomplished.

Further discussion of the park problems generated the potential of a Neighborhood Watch telephone tree system consisting of volunteers to handle problems in the park. It was also suggested that members should call the non-emergency number of the Tigard Police to report problems in the park.

E. New Issues

1. Creation of Policies & Procedures for financial oversight

Mike Gadbery indicated the Association should create policies and/or procedures to monitor financial conditions within the Association as a means of lowering risk. These should take the form of internal controls established by the Board of Directors. He volunteered to assisting in this task regardless of his status as a member of the Board of Directors.

2. Off-Site Meetings

A discussion of investigation of possible off-site meeting locations indicated there were meeting rooms at the Fire House and/or Water Bureau. There would be a need to book in advance to insure the use.

3. Bylaws Review

Mike indicated over the past couple of months there has been a committee working on updating the bylaws to cleanup typographical errors and to have the bylaws conform with what is currently being done. A suggestion was made by Leilani to have a committee composed of non-board members to update the bylaws. In addition once such review by that committee is completed, the homeowners should be given 60 plus days to give the committee feedback.

4. Street Trees

Mike indicated in the past month or so a number of members have received letters from the City of Tigard regarding the homeowners' removal of street tree(s). This was generated as a result of a complaint from a member to the City of Tigard. The CC&Rs require street trees that have been removed to be replaced. Further clarification is needed, however any member who has received a letter should contact the City of Tigard employee who generated the letter.

5. Election of 2013 Board of Directors

Steve Trestik, the Chairperson, and Motoko Tamura, acting as inspector counted the ballots. Thirty eight (38) ballots were counted with the following election results:

President	Dick Pacholl
Vice President	James West
Secretary	Matt Frazer
Treasurer	Jason Albert
Officer at Large	William Eichorn

F. Adjournment:

Meeting was adjourned at 8:42 P.M. in Tigard, OR. by Mike Gadbery.

Minutes submitted by: Matt Frazer, Secretary