



Member Meeting Minutes
September 21, 2016

Opening:

The Member Meeting of Quail Hollow-East Homeowners Association Board of Directors was called to order at 7:32 P.M. on September 21, 2016 in Tigard, OR. by Clint Christopher.

Board Members Present: Clint Christopher
Wayne Kephart
Rosemary Kriegel
Will Eichorn
Leilani Arellano

Member in attendance Teri Eldien

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 Rosemary Kriegel.

D. Open Issues

1. None

E. New Issues

1. HOA Sponsored Events
 - a. Garage Sale

Member participation was approximately 10% on Friday and less on Saturday. Advertising consisted of notices on facebook and craigslist but the number of customers seemed reasonable. Suggestion has been made to discontinue the annual garage sale sponsorship next year. Another suggestion was to hold two garage sales - one in late June or early July and a second in August. The discussion was that by holding two those people who prepare for removal of extra items during their spring cleaning would not need to hold the items until later in the year whereas there are people who are too busy to prepare for a sale of extra items until later in the year. The cost of sponsorship of the garage sale is minimal and only involves someone to set out the signs. The issue was tabled until next year.

- b. Block Party

Participation was about the same as in years past but costs were slightly higher so the budget was overspent slightly. A suggestion has been made to discontinue the annual block party next year unless members step up to put it on. The discussion consisted of the fact that only a select few pitch in to do the block party and they are the same ones each year. The demographics of the neighborhood has changed which also affects the commitment for the Block Party. Motion by Rosemary was made and seconded to cancel the block party in 2017. The vote was taken and failed. The Block Party will be left to the membership to coordinate and set up.

2. 2017 Board Election Chairperson

Elections Chairperson is appointed for the 2017 Board of Directors election. No one has volunteered to serve as Elections Chairperson in 2017. Motion by Wayne was made and seconded to appoint Dick Pacholl as the 2017 Elections Chairperson and Brenda Kephart as the Inspector. The vote was taken and passed.

3. 2017 Estimated Budget

The attached is the 2017 estimated budget based on the actual and estimated expenses for 2016. Funds are included within the estimated budget for the block party and garage sale sponsorship so if they are held there is funding. Included within the estimated budget is a requested increase to the Accounts Manager effective January 2017. Also included within the estimated budget is inclusion of the backflow device test for all members to be covered by the dues instead of as an extra expense saving the members \$20/year. Based on the

2017 estimated budget figures the dues for 2017 are to be remain at \$32 per month. Motion by Rosemary was made and seconded to accept the 2017 Estimated Budget. The vote was taken and passed.

4. Inspection of the playground equipment

The playground equipment was installed in 2006 and a cursory inspection was performed in 2012, however a thorough inspection has not been performed since. Motion by Wayne was made and seconded to have a professional inspection of the playground equipment with a budget of \$500. The vote was taken and passed.

F. Adjournment:

Meeting was adjourned at 8:36 P.M. in Tigard, OR. by Clint Christopher. The next meeting scheduled for 7:30PM January 25, 2017.

Minutes submitted by: Will Eichorn, Secretary

	2017 Estimated Budget
Expense	
Association Management Expenses	
Accounting Services	\$ 2,916.00
Bank Charges	\$ 25.00
Collection Costs	\$ -
Insurance	\$ 2,000.00
Miscellaneous	\$ 10.00
Office Expenses	\$ 500.00
Postage	\$ 310.00
Taxes & Licenses	\$ 50.00
Website	\$ 75.00
Welcome Basket	\$ 100.00
Total Association Management Expenses	\$ 5,986.00
Association Operations Expenses	
Asset Repairs	\$ 100.00
Depreciation	\$ 2,400.00
Fixed Asset Reserves Expense	\$ 100.00
Member Backflow Device Testing	\$ 1,620.00
Landscaping Expenses	
Common Area Maintenance	\$ 16,520.00
Irrigation Water	\$ 2,000.00
Landscape Special Projects	\$ 500.00
Total Landscaping Expenses	\$ 19,020.00
Total Association Operations Expenses	\$ 23,240.00
Event Expenditures	
Block Party	\$ 1,000.00
Garage Sale	\$ 30.00
Total Event Expenditures	\$ 1,030.00
Total Expense	\$ 30,256.00