

Annual Meeting Minutes

Tualatin Valley Fire Station #267

January 21, 2017

- The meeting was called to order at 10:00 a.m.
- Owners in attendance # 3, 13, 14, 23, 25, 28, 29, 30, 32, 49, 51, 54
- Board Members in attendance: Greg Jackson, President; Jeri Hinkle, Treasure; Karen Van Raden, Secretary; Christine Boundy; Gail Stone and Steven Lechleiter
- 29 proxies were received and a quorum verified for the meeting.

Treasurer's Report:

Treasurer Jeri Hinkle presented the quarterly Financial Report which as of December 31, 2016, the Association had \$472,452.51 in various bank accounts, of which \$50,527.75 is in Operating Funds and \$421,924.76 in Reserve funds. September 2016 financial totals various funds \$443,730.25 of which \$42,583.77 is in Operating Funds and \$401,146.48 Reserve Funds.

President's Report

Greg Jackson, President, thanked the Board for all the work that was done in 2016. The budget was discussed and approved for 2017.

Other Business

A motion was made, seconded and approved that Temporary Easements for Parking and Air Conditioners will be extended for another two years.

Recent weather conditions were discussed as well as the HOA's responsibility to clear sidewalks on the property. It was decided that the HOA will purchase a snow shovel and chemical deicer to keep in the HOA garage for future use.

Leaks in the entryways of two buildings are currently being addressed with plumbers. The HOA is coordinating the work occurring at unit #51 with the owner's plans for possible interior remodeling.

An exterior deck walk-through will take place as the weather improves so that safety concerns raised in the previous engineering report can be prioritized and addressed.

New Business

Overflowing garbage at the dumpsters due to delays caused by weather have been rectified. It has been noted that the central dumpster (adjacent to units 51-54) experienced overflow prior to recent weather conditions. The HOA would like to remind residents that dumpster lids should be able to close completely after garbage is deposited in the dumpster as the HOA is charged additional fees for overflowing dumpsters. If you find that a dumpster is full and the lid won't close completely please use one of the other dumpsters on the property. Do not put bags of garbage on the ground as the garbage collectors will not pick it up and it will attract pests.

Stephanie Terrace
CONDOMINIUMS
Home Owner's Association

Tree pruning will be scheduled in the coming months. Tree removal, based on recommendations from a landscaper, was discussed. It was decided that should the Board move forward with tree removal it will occur in phases so as to spread costs.

The Tualatin Valley Water District sent out notices regarding lead in drinking water. Kits may be ordered from the Tualatin Valley Water District (tvwd.org/lead) to test your unit's water supply. The Board selected Steve and Sandy to order kits to test the water supply of the Phase 1 (Units 1-28) and Phase 2 (Units 29-54) buildings. If you decide to order a testing kit, please consider notifying the Board regarding the outcome of the testing.

Smoking on the property was discussed as it was brought to the Board's attention that cigarette smoke appears to be affecting neighboring unit interiors, possibly through plumbing voids in shared walls. The Board will seek to clarify language in the Bylaws as to whether smoking is addressed and may seek to pursue adding language to the Bylaws or House Rules specifically addressing smoking on the property. The Board asks that residents that smoke be respectful of their neighbors and remain aware that this activity affects everyone in the community. When smoking outside, please move away from the buildings so as to minimize the level of intrusion that second-hand smoke has on the neighboring units. If smoking inside, please consider purchasing an in-home air filter to limit the possibility of smoke traveling through shared walls into other units.

Board Meeting Minutes

January 21, 2017

After reviewing the proxies, Steve and Christine's new terms on the Board will begin.

Karen Van Raden was named Secretary.

One board position remains open. If you are interested in joining the Stephanie Terrace HOA board please contact the HOA through the website, www.stephanieterrace.com

April 15, 2017 was selected as the date for the next Quarterly Board Meeting.

The meeting was adjourned at 11:15 a.m.

2017 Board Members

Greg Jackson, <i>President</i>	Unit 30	gregj@northjetty.com
Gail Stone, <i>Vice President</i>	Unit 49	gailstone1@frontier.com
Jeri Hinkle, <i>Treasurer</i>	Unit 13	jhinkle389@hotmail.com
Karen Van Raden, <i>Secretary</i>	Unit 29	kvanraden@hotmail.com

Members at Large

Christine Boundy	Unit 14	cboundy@epbb.com
Steven Lechleiter	Unit 3	steve@bikefittingkit.com