

Stephanie Terrace Homeowner's Association

Quarterly Board Meeting Minutes

Tualatin Valley Fire Station #267

April 16, 2016

- The meeting was called to order at 10:05 a.m.
- In attendance were owners of units # 3, 4, 13, 14, 28, 29, 30, 32, 49, 52

Treasurer's Report:

Treasurer Jeri Hinkle presented the quarterly Financial Report which as of March 31, 2016 the Association had \$433,723.39 in various bank accounts, of which \$49,808.99 is in Operating Funds and \$383,914.40 in Reserve funds. (Last Report: Dec. 2015 \$416,452.53, \$44,668.59, \$372,783.94)

President's Report

We discussed the ongoing deck inspections. It was determined that we will have the decks inspected for dry rot and or soft spots.

We went over a number of maintenance items, which included the decks, but also the roof vents, sidewalks, curbs, irrigation and control valves, pressure washing, fences and gutters.

Maintenance Update

Our gutters and downspouts will be cleaned as well as our dryer vents will be vacuumed.

We are scheduling to have our complex pressured washed and while this is done, we will have some of the back fence power washed, which was not completed last year.

We will also be updating the numbers attached to each unit, as needed.

New Business

The Board was provided information about Emergency Management. The Board has agreed to provide garage 29 as a storage place for emergency supplies. Any supplies that you would like to donate would be great. Contact the Board via the website and we can provide access to the garage. Items to consider would be water, warm clothes, canned food, first-aid supplies, etc. Any other specifics, ideas or volunteers to assist with ongoing coordination you can contact The Board and we can forward your email on to Sharon Niemczyk. She has agreed to coordinate any ongoing efforts for disaster preparedness.

July 23, 2016 was selected as the date for the next Quarterly Board Meeting.

The meeting was adjourned at 11:30 a.m.