



Meeting Minutes Board of Directors Meeting October 24, 2017, 7:00PM

Pursuant to notice duly given a regular meeting of the Board of Directors of the Mountain Park Home Owners Association was held at the Clubhouse on Tuesday, October 24, 2017. Present at the meeting were Directors Kurtus, Kyle, Post, Price, Sangrey, and Slaven. Executive Director Cook was also present. Director Sacconaghi was absent.

Call to Order - The meeting was called to order by President Sangrey at 7:00PM.

1. **Visitor Comments & Letters to the Board** – none.
2. **Appeals to the Board** – none.
3. **Reading and approval of minutes**

Director Slaven made a motion to accept the October 9, 2017 minutes as amended. Director Kurtus seconded the motion, and upon vote by the Directors, the motion passed (3 Yes-0 No). Directors Kyle, Price, and Sangrey abstained.

4. **Reports**

- a. Executive Director – October KPI and Financial Report. Executive Director Cook reported that a member was burned in the Steam Room due to an improper installment of a Steam Room valve by a contractor during the Clubhouse Renovation. The matter has been turned over to the insurance company.
- a. Architectural Committee – October report. It was reported that Director Post would be leaving the Architect Committee to join the Common Property Committee.
- b. Home Care Committee – October Untenanted Home Report, Condo/TH Home Care Status.
- c. Clubhouse Committee – October report.
- d. Reserve Committee – October update.
- e. Finance Committee – October Report and Resolutions (see Below). Director Kyle reported that the Finance Committee approved three to five hours of consulting services from Dave Schwindt to review and make recommendations for tax planning for 2017.

Director Kyle reported that the Finance Committee supported Executive Director Cook's recommendation to add a Flexible Spending Account benefit to the Employee's Benefit package. The benefit would be no cost and minimum risk to the Association.

The Board requested that the Finance Committee set up a meeting with Staff and Russ O'Connor in early November to review the Seismic Project cost overruns. It was agreed that the meeting would be a Board Meeting as more than three Board Directors would be attending.

- f. Common Property Committee – October report. Director Sangrey presented the Common Property Committee's recommendation to eliminate yard debris surplus bag pickup by February 2018. The Board agreed that the surplus bag pickup should

not be eliminated entirely and requested the Common Property Committee recommend an alternative solution.

- a. The Board reviewed the revised Policies of the Common Property Committee. Director Sangrey made a motion to accept the Policies of the Common Property Committee as revised. Director Slaven seconded the motion and upon vote by the Board, the motion passed (6 Yes/0 No).

5. Resolutions –

- a. **2018 Assessments** - Director Kyle on behalf of the Finance Committee made a motion for the Board to approve Accountings recommended 2018 Annual Assessment of \$998 for a single family home and the corresponding rates for other residence categories. Director Slaven seconded the motion and upon vote by the Board, the motion passed (6 Yes/0 No).
- b. **2017 Audit Engagement Letter** - Director Kyle, on behalf of the Finance Committee, made a motion for the Board to accept the Schwindt & Company Engagement Letter for the 2017 audit and tax preparation. Director Sangrey seconded the motion, and upon vote by the Directors, the motion passed (6 Yes-0 No).
- c. **2018 Strategic Plan** - Director Slaven made a motion for the Board to approve the 2018 Strategic Plan as written. Director Price seconded the motion and upon vote by the Board, the motion passed (6 Yes/0 No).

6. Old Business

- a. 9 Juarez – No further update from the last report.
- b. Tanglewood Park Update – The Board reviewed the Brown & Brown risk assessment regarding the Tanglewood Park and the Tributary Project was not deemed any more of a risk than any other natural area. Per the request of the Tanglewood Park neighbors, the Landscape Stewardship Director is holding off on his plan to grade and add more plants to the area until he receives Task Force direction to do so. Director Kurtus suggested that the Board be prepared to address the following ongoing questions from the Tanglewood Park neighbors: 1) Bait and Switch; 2) Financial Review of the project; and 3) Method of obtaining water measurements.
- c. Request for Information by 10 Bolivar and 115 Garibaldi - Director Slaven made a motion for the Board to agree release a legal document in regards to the Association's authority to address tree issues on private property to the owners of 10 Bolivar and 114 Garibaldi. Director Kyle seconded the motion and upon vote by the Board, the motion passed (6 Yes/0 No).

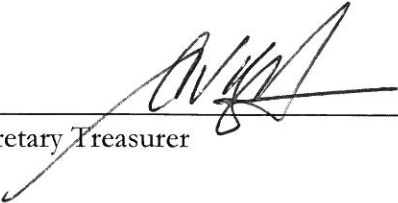
Director Kyle made a motion to allow documents presented by the owners of 10 Bolivar to the Board be distributed upon request to the owners of 115 Garibaldi. Director Slaven seconded the motion and upon vote by the Board, the motion passed (6 Yes/0 No).
- d. Project Management – Director Kurtus reminded the Directors that the new Project Management Procedure should be presented to the Committees and the Committee Charters updated to reflect their involvement in this process.

7. New Business

- a. Rain Water Only Signs – Director Sangrey reported that Russ O’Connor has been assisting the City of Lake Oswego with the labeling of storm drains in Mt. Park with the “Rain Water Only” signs supplied by the City.

Executive Session – Executive Session – At 9:15pm the Board went into Executive Session to discuss a personnel issue.

Adjournment – At 9:30PM., the meeting was adjourned.



Secretary Treasurer