MOUNTAINPARK
Nature's Neighborhood

MEETING MINUTES
BOARD OF DIRECTORS MEETING
May 24, 2022 @ 7:00PM

Pursuant to notice duly given, a work session of the Board of Directors of the Mountain Park Homeowners Association was held via Zoom virtual meeting on Tuesday, May 24, 2022.

BOARD MEMBERS PRESENT:

Vice President	Ann Aman
Treasurer	Vatea Herman (via phone – did not vote on motions)
Director	Janice Krem
Director	Andy Chapman
Director	Derek Hass

BOARD MEMBERS ABSENT:

President Kevin House

MT. PARK HOA STAFF PRESENT:

Executive Director	Jennifer Anne
Executive Assistant	Cassidy Boyd
Compliance Manager	Brett Cooper

MT. PARK HOMEOWNERS PRESENT:

Glen & Gwen Miller	Brian Altman	Robert Mayfield	Mary Goss
Sarah Cantor	Gail Peterson	Peggy Bryant	Greg Richardson

1. **CALL TO ORDER** - The meeting was called to order by Vice President Aman at 7:05pm.

2. **AGENDA APPROVAL** – The agenda was approved unanimously.

3. **APPEALS TO THE BOARD**

4. **VISITOR COMMENTS & LETTERS TO THE BOARD**

5. **READING AND APPROVAL OF MINUTES**
   a. April 26, 2022.
   Director Aman made a motion approve the minutes. Director Chapman seconded the motion. The motion passed unanimously (Yes – 4, No - 0).

6. **STAFF & COMMITTEE REPORTS**
   a. Executive Director Report
   The Board discussed items listed on the Executive Director Report.

   b. Architectural Report/Meeting Minutes/NOV Ratifications
   Director Chapman provided an update from the Architectural Committee.

   1. Director Krem made a motion to Approve the fine of $200.00 for 2 Del Prado for unapproved changes and all continuing fines for the same violation according to the penalty schedule until the

violation has been resolved. Director Aman seconded the vote. The motion passed (Yes – 3, No -0). Director Chapman abstained.

c. Common Property Report/Meeting Minutes/NOV Ratifications
Director Hass provided an update from the Common Property Committee. The committee discussed the Hazardous Fuel Reduction Project.

d. Finance Committee Report/Meeting Minutes
Executive Director Anne provided an update on the Finance Committee in the absence of the committee liaison. The Finance Committee did not meet in May due to not having quorum.

e. Home Maintenance Committee Report/Meeting Minutes/NOV Ratifications
Director Krem provided an update on the Home Maintenance Committee including the need to recruit for committee members.

f. Clubhouse Report – No meeting held in May 2022.

7. RESOLUTIONS – None

8. OLD BUSINESS

a. Attorney Review of Committee Policies
The Board discussed the cost of having the policies reviewed by an attorney. The Board will review the policies prior to them being sent to the attorney.

b. Board Meeting Mixer - Update

9. NEW BUSINESS

10. EXECUTIVE SESSION

11. UPCOMING BOARD MEETINGS

- June 13th – Cancelled
- June 23rd – Board Mixer
- June 28th – Regular Meeting

ADJOURNMENT – At 8:00pm, the meeting was adjourned.

Vatea Herman
Vatea Herman (Aug 5, 2022 10:05 PDT)

Secretary Treasurer

MOUNTAINPARK
Nature's Neighborhood

MEETING MINUTES
BOARD OF DIRECTORS MEETING
April 26, 2022, 7:00PM

Pursuant to notice duly given, a work session of the Board of Directors of the Mountain Park Homeowners Association was held via Zoom virtual meeting on Tuesday, April 26, 2022.

BOARD MEMBERS PRESENT:

President	Kevin House
Vice President	Ann Aman
Treasurer	Vatea Herman
Director	Janice Krem
Director	Andy Chapman
Director	Derek Hass

BOARD MEMBERS ABSENT:

None.

MT. PARK HOA STAFF PRESENT:

Executive Director	Jennifer Anne
Executive Assistant	Cassidy Boyd

MT. PARK HOMEOWNERS PRESENT:

Glen & Gwen Miller	Brian Altman	Robert Mayfield
Sarah Cantor	Gail Peterson	

1. **CALL TO ORDER** - The meeting was called to order by President House at 7:04pm.

2. **AGENDA APPROVAL** – Director House added a discussion of summer schedule to the agenda. The agenda was approved unanimously.

3. **APPEALS TO THE BOARD**

4. **VISITOR COMMENTS & LETTERS TO THE BOARD**

5. **READING AND APPROVAL OF MINUTES**
   a. March 14, 2022.
      President House made a motion approve the minutes with the amendment that Director Krem did not second the motion under New Business – 6A. Director Chapman seconded the motion. The motion passed unanimously (YES – 6, NO - 0).

   b. March 28, 2022 (Organizational Meeting)
      The minutes were approved unanimously (YES – 5, NO – 0). Director Krem abstained.

6. **STAFF & COMMITTEE REPORTS**
   a. Executive Director Report
      The Board discussed items listed on the Executive Director Report.

b. Architectural Report/Meeting Minutes/NOV Ratifications
Director Herman provided an update from the Architectural Committee.

c. Common Property Report/Meeting Minutes/NOV Ratifications
Director Herman made a motion to approve the CPC ratification list. President House seconded the motion. The motion passed (Yes – 5, No – 1). Director Hass voted no.

1. Motion to Approve the fine of $100.00 for 5 Cellini for placement of an encroachment on common property and all continuing fines for the same violation according to the penalty schedule until the violation has been resolved.

d. Finance Committee Report/Meeting Minutes
Executive Director Anne provided an update on the Finance Committee due to the committee liaison's absence at the committee meeting.

e. Home Maintenance Committee Report/Meeting Minutes/NOV Ratifications
Director Herman made a motion to approve the HMC ratification list with the modifications of adding 6 Falstaff. Director Krem seconded the motion. The motion passed (Yes – 5, No – 0). Director Chapman abstained.

1. Motion to Approve the fine of $100.00 for 301-307 Cervantes for placement of Driveways and all continuing fines for the same violation according to the penalty schedule until the violation has been resolved.
2. Motion to Approve the fine of $100.00 for 31 Aquinas for placement of Garbage Cans and all continuing fines for the same violation according to the penalty schedule until the violation has been resolved.
3. 6 Falstaff - Pending

f. Clubhouse Report – No meeting held in March 2022.

7. RESOLUTIONS – None

8. OLD BUSINESS

a. Board Committee Liaisons

- President House made a motion to appoint Director Chapman to liaison ARC. Director Aman seconded the motion. The motion passed (Yes – 6, No – 0).
- President House made a motion to appoint Director Hass to liaison to CPC. Director Chapman seconded the motion. The motion passed (Yes – 6, No – 0).

9. NEW BUSINESS

a. Wildfire Task Force – Tabled until the next meeting
b. Request for Legal Opinion
   - Review of Committee Policies & Procedures
     The Board requested that the Executive Director ask the HOA attorney when the last time the policies were reviewed and to then have the policies of each committee reviewed by the Board before sending them to the attorney.
c. Board Training/Orientation Discussion – Tabled until the next meeting
d. Summer Schedule – Tabled until the next meeting

10. **EXECUTIVE SESSION –** The Board entered Executive Session at 9:21pm to discuss a legal matter. At 9:36pm the regular meeting resumed.

    Director Herman made a motion to send 140 Del Prado to collections for the back due assessments. Director Krem seconded the motion. The motion passed unanimously (Yes – 6, No – 0).

11. **UPCOMING BOARD MEETINGS**
    - May 9th at 7:00pm (Work Session)
    - May 24th at 7:00pm (Regular Meeting)

ADJOURNMENT – At 9:37pm**, the meeting was adjourned.**

Vatea Herman
Vatea Herman (Aug 5, 2022 10:10 PDT)

Secretary Treasurer

MOUNTAINPARK
Nature's Neighborhood

MEETING MINUTES
BOARD OF DIRECTORS WORK SESSION
April 11, 2022, 7:00PM

Pursuant to notice duly given, a work session of the Board of Directors of the Mountain Park Homeowners Association was held via Zoom virtual meeting on Monday, April 11, 2022.

BOARD MEMBERS PRESENT:

President	Kevin House
Vice President	Ann Aman
Treasurer	Vatea Herman
Director	Janice Krem
Director	Andy Chapman
Director	Derek Hass

BOARD MEMBERS ABSENT:

None.

MT. PARK HOA STAFF PRESENT:

Executive Director	Jennifer Anne
Executive Assistant	Cassidy Boyd

MT. PARK HOMEOWNERS PRESENT:

Glen & Gwen Miller
Brian Altman
Robert & Lisa Cohns
Stephanie Wagner
Gail Peterson

Guests: Jack Halsey (Oswego Lake Watershed Council), Allie Molen (OLWC), Don Johnson (Lake Oswego Fire Department)

1. **CALL TO ORDER** - The meeting was called to order by President House at 7:05pm.

2. **AGENDA APPROVAL** – The Agenda was approved unanimously.

3. **FIRE DEPARTMENT – Don Johnson**
   a. Grant – Firewise Program
   The Oswego Lake Watershed Council and Lake Oswego Fire Department shared a presentation of the upcoming grant project to reduce the wildfire risks that threaten Mountain Park. The presentation will be made available on the website.

4. **APPEALS TO THE BOARD**
   a. 37 Tanglewood – Encroachment
   The property owners and Board discussed the encroachment of 37 Tanglewood.

   President House made a motion that 37 Tanglewood does have an encroachment on common property, will be asked to move their fence, and the Board will work with the homeowner on the timeline for that removal. Director Aman seconded the motion. The motion passed unanimously (Yes – 6, No – 0).

5. **READING AND APPROVAL OF MINUTES**

a. No Minutes to Approve

6. **OLD BUSINESS**
   a. KPI's Staff Review
   The discussion was tabled until the next meeting to provide time for the new Board members to review the information.

   b. Donation Policy
   The Board discussed the proposed Donation Policy and the CPC recommendation that the Board adopt the donation and gift guide. President House made a motion to adopt the donation policy. Director Aman seconded the motion. The motion passed unanimously (Yes – 6, No – 0).

7. **NEW BUSINESS**
   a. Board Liaison to Committees
   The Board discussed the process and timeline for nominating board members to serve as liaisons to the Committees. It was decided that the Board members will take this month to review the different committees to determine which committee they would like to serve on and so the matter will be on the next month's Board Meeting agenda for a vote. In the meantime, the Board conducted a vote to fill the Board liaison position to the Finance Committee.

   President House made a motion to elect Director Herman as the Finance Committee liaison. Director Aman seconded the motion. The motion passed unanimously (Yes – 6, No – 0).

8. **EXECUTIVE SESSION** – The Board entered Executive Session at 8:24pm to discuss a legal matter. At 8:29pm the regular meeting resumed.

   Director Aman made a motion to approve the reciprocal easement document as presented. The motion was seconded by President House. The motion passed (Yes – 5, No – 0). Director Krem abstained.

9. **UPCOMING BOARD MEETINGS**
   - April 26 at 7:00pm (Regular)
   - May 24 at 7:00pm (Work Session)

ADJOURNMENT – At 8:35pm, **the meeting was adjourned.**

Vatea Herman (May 18, 2022 21:44 PDT)

Secretary Treasurer

MOUNTAIN PARK
Nature's Neighborhood

MINUTES
ORGANIZATIONAL RESTRUCTURE MEETING
MARCH 29, 2022, 7:49P.M.

Pursuant to notice duly given, the Organizational Restructure Meeting of the Mountain Park Home Owners Association was held via Zoom following the Annual Meeting. Directors Kevin House, Ann Aman, Vatea Herman, Andrew Chapman, and Derek Hass were present. Executive Director Jennifer Anne was also present.

1. **Call to Order –** Vice President Aman called the meeting to order at 7:49pm.

2. **The following Board positions were designated:**
   President – Director Aman made a motion to elect Director **Kevin House** as the Board President. Director Chapman seconded the motion. The motion passed unanimously (Yes – 5, No – 0).

   Vice President – Director House made a motion to elect Director **Ann Aman** as the Vice President. Director Herman seconded the motion. The motion passed unanimously (Yes – 5, No – 0).

   Treasurer – Director Aman made a motion to elect Director **Vatea Herman** as Secretary/Treasurer. Director Chapman seconded the motion. The motion passed unanimously (Yes – 5, No – 0).

3. **Adjournment –** The 2022 Organizational Restructure Meeting of the Mountain Park Home Owners Association was adjourned at 8:06 p.m.

Vatea Herman (May 18, 2022 21:46 PDT)

Secretary Treasurer

MEETING MINUTES
BOARD OF DIRECTORS WORK SESSION
March 14, 2022, 7:00PM

Pursuant to notice duly given, a work session of the Board of Directors of the Mountain Park Homeowners Association was held via Zoom virtual meeting on Monday, March 14, 2022.

BOARD MEMBERS PRESENT:

President	Eleanor Kurtus
Vice President	Ann Aman
Treasurer	Chip Kyle
Director	Janice Krem
Director	Kevin House
Director	Vatea Herman

BOARD MEMBERS ABSENT:

None.

MT. PARK HOA STAFF PRESENT:

Executive Director	Jennifer Anne
Executive Assistant	Cassidy Boyd

MT. PARK HOMEOWNERS PRESENT:

Glen & Gwen Miller
Steve Newport
Daria De Lillo

1. **CALL TO ORDER** - The meeting was called to order by President Kurtus at 7:01pm.

2. **AGENDA APPROVAL** – The Agenda was approved unanimously.

3. **VISITOR COMMENTS**

   Steve Newport – Proposed removing mask requirements for Clubhouse users.

   Daria De Lillo – Against the ambiguity of the Clubhouse guidelines. Proposed solution of designated hours for strictly vaccinated and boosted guests.

4. **READING AND APPROVAL OF MINUTES**

   a. **February 15, 2022 (Work Session) –**
   Secretary Kyle made a motion to approve the minutes from the February 15, 2022 Board of Directors work session. Director House seconded the motion. The motion passed (Yes – 5, No – 0). Director Herman abstained.

   b. **February 28, 2022 (Regular) -**
   Director Aman made a motion to approve the minutes from the February 28, 2022 Board Meeting. Director Kyle seconded the motion. The motion passed (Yes – 5, No – 0). Director Krem abstained.

5. OLD BUSINESS

a. Annual Meeting Walkthrough

The Board conducted a walkthrough of the Annual Meeting slideshow presentation.

b. Mask Mandate Policy

The Executive Director discussed the staff decision to implement the same masking rules as the previous occurrence while the policy decision was sent to the Board. The Board discussed the pros and cons of mandating masks.

Director Kurtus made a motion that the Clubhouse will follow the OHA and CDC recommendation that masks will be optional when at the Clubhouse. Director Herman seconded the motion. The motion passed (Yes – 5, No – 1). Director Krem voted no.

6. NEW BUSINESS

a. NOV Ratification List

- HMC February/March List

Director Herman made a motion to approve the HMC ratification list. Director seconded the motion. The motion passed (Yes – 5, No – 0). Director Krem abstained.

1. Motion to Approve the fine of $100.00 for 8 Becket for failure to manage Weeds, Brush, and Noxious Vegetation and all continuing fines for the same violation according to the penalty schedule until the violation has been resolved.
2. Motion to Approve the fine of $200.00 for 8 Becket for failure to manage General Maintenance and all continuing fines for the same violation according to the penalty schedule until the violation has been resolved.
3. Motion to Approve the fine of $200.00 for 1 Walking Woods for failure to manage General Maintenance and all continuing fines for the same violation according to the penalty schedule until the violation has been resolved.
4. Motion to Approve the fine of $200.00 for 1 Walking Woods for failure to manage Driveways and all continuing fines for the same violation according to the penalty schedule until the violation has been resolved.
5. Motion to Approve the fine of $200.00 for 301-307 Cervantes for failure to manage General Maintenance and all continuing fines for the same violation according to the penalty schedule until the violation has been resolved.
6. Motion to Approve the fine of $100.00 for 6 Falstaff for failure to manage Outdoor Storage and all continuing fines for the same violation according to the penalty schedule until the violation has been resolved.
7. Motion to Approve the fine of $100.00 for 6 Falstaff for failure to manage Planting Areas and all continuing fines for the same violation according to the penalty schedule until the violation has been resolved.
8. Motion to Approve the fine of $200.00 for 51 Tanglewood for failure to manage Driveways and all continuing fines for the same violation according to the penalty schedule until the violation has been resolved.
9. Motion to Approve the fine of $200.00 for 10 Mountain Circle for failure to manage General Maintenance and all continuing fines for the same violation according to the penalty schedule until the violation has been resolved.
10. Motion to Approve the fine of $200.00 for 4 Eagle Crest for failure to manage General Maintenance and all continuing fines for the same violation according to the penalty schedule until the violation has been resolved.

11. Motion to Approve the fine of $400.00 for 206 Cervantes for failure to manage General Maintenance and all continuing fines for the same violation according to the penalty schedule until the violation has been resolved.
12. Motion to Approve the fine of $100.00 for 28 Juarez for failure to manage Exterior Holiday Decorations and all continuing fines for the same violation according to the penalty schedule until the violation has been resolved.

- ARC February/March List

  Director Herman made a motion to approve the ARC ratification list. Director Kyle seconded. The motion passed (Yes – 6, No – 0).

  1. Motion to Approve the fine of $200.00 for 244 Greenridge for failure to manage Hardscaping and all continuing fines for the same violation according to the penalty schedule until the violation has been resolved.

b. Board President Duties

The Board President discussed the responsibilities of that role to have it on record.

c. ARC - New Committee Member

Director Herman made a motion to have Maren Kilian to join the Architectural Committee. Director Kyle seconded the motion. The motion passed (Yes – 6, No – 0).

7. **EXECUTIVE SESSION –** The Board entered Executive Session at 8:32pm to discuss a legal matter. At 8:47pm the regular meeting resumed.

8. **UPCOMING BOARD MEETINGS**
   - April 11 at 7:00pm (Work Session)
   - April 26 at 7:00pm (Regular)

ADJOURNMENT – At 8:55pm, the meeting was adjourned.

Vatea Herman (May 18, 2022 21:47 PDT)

Secretary Treasurer

MOUNTAINPARK
Nature's Neighborhood

MEETING MINUTES
BOARD OF DIRECTORS WORK SESSION
February 28, 2022, 7:00PM

Pursuant to notice duly given, a work session of the Board of Directors of the Mountain Park Homeowners Association was held via Zoom virtual meeting on Monday, February 28, 2022.

BOARD MEMBERS PRESENT:

President	Eleanor Kurtus
Treasurer	Chip Kyle
Vice President	Ann Aman
Director	Kevin House
Director	Vatea Herman

BOARD MEMBERS ABSENT:

Director Janice Krem

MT. PARK HOA STAFF PRESENT:

Executive Director	Jennifer Anne
Executive Assistant	Cassidy Boyd

MT. PARK HOMEOWNERS PRESENT:

Glen & Gwen Miller
Mary Goss

1. **CALL TO ORDER** - The meeting was called to order by President Kurtus at 7:01pm.

2. **AGENDA APPROVAL** – The Agenda was approved unanimously.

3. **APPEALS TO THE BOARD**

4. **VISITOR COMMENTS & LETTERS TO THE BOARD**

   a. Ivy Letter – President Kurtus requested that the Executive Director share the letter with the Landscape Stewardship Department.

   b. Pickleball – President Kurtus requested that the Executive Director respond to the sender with a reply that pickleball will not be an enclosed area.

5. **READING AND APPROVAL OF MINUTES**

   a. **January 25, 2021 –**
   Secretary Kyle made a motion to approve the minutes from the January 25, 2022. Director Aman seconded the motion. The motion passed (Yes – 4, No – 0). Director House abstained.

6. **STAFF & COMMITTEE REPORTS**

   a. Executive Director Report
   The Board discussed that masks will no longer be required at the Clubhouse as of March 12 for vaccinated members. Unvaccinated members will have to wear a mask.

   The Executive Director discussed that the Landscape Department received a large grant from the City of

Lake Oswego. The Executive Director will send out the grant details to the Board.

b. Architectural Committee Report
Director Herman gave a brief update of a normal number of applications being approved by the Architectural Committee. The violations are minimal. The properties of 244 Greenridge and 4 Goya were discussed.

Director Herman made a motion to approve the continued violation of 244 Greenridge. Director Kyle seconded the motion. The motion passed (Yes – 4, No – 0). President Kurtus was absent during this vote.

c. Common Property Committee Report
Director House discussed the committee has been making the policies clearer for residents to understand.

The Board discussed 39 Oriole having an encroachment. Another property on Tanglewood was determined to have a substantial fence encroachment as well.

Memorial Donation Gift Guide
The Board discussed a homeowner's request to adopt a bench in Mountain Park and turn it into a memorial. The Landscape Stewardship Director drafted a program to apply for memorial sites. The CPC will review the policy at their next meeting before it is sent to the Board for adoption.

d. Finance Committee Report
Director Kyle recapped the previous Finance Meeting and all January numbers came in as expected.

e. Home Maintenance Committee Report
Due to the absence of the Board Liaison, the Board determined that the HMC ratification list will approved contingent upon Director Krem reviewing it for accuracy. Director Herman made a motion to ratify the HMC violation list subject to Director Krem/Board Liaison affirmation. The motion passed unanimously (Yes – 5, No – 0).

f. Clubhouse Committee Report
No update due to there not being a meeting held in February.

7. RESOLUTIONS – None

8. OLD BUSINESS

a. ED Compliance Review – The Executive Director presented a simplified version of the compliance process to include legal opinions. Director Aman made a motion to try the proposed compliance process for a six-month trial period with a check in at three months. Director Kyle seconded the motion. The motion passed unanimously (Yes – 5, No – 0).

9. EXECUTIVE BUSINESS

a. Legal Advice – CPI Index

The Board moved into Executive Session at 8:01pm. At 8:33pm the regular meeting resumed. Director Kyle made a motion to direct the HOA attorney to restate the declaration to incorporate all amendments and to correct format, styles, and scrivener's errors. Director Herman seconded the motion. The motion passed unanimously (Yes -5, No – 0).

10. NEW BUSINESS

a. Annual Meeting Step-by-Step
The Board discussed the agenda for the annual meeting and assigned roles to Board members. The Board also discussed the appointment of the fourth director position and notifying the candidates of this in advance of the Annual Meeting. President Kurtus made a motion to appoint the runner-up in the election to the one-year term of the vacated position. Director Kyle seconded the motion. The motion passed unanimously (Yes – 5, No – 0).

b. Annual Meeting Presentation
The Board discussed the annual meeting presentation and made recommendations to the slides.

11. UPCOMING BOARD MEETINGS

- March 14th at 7:00pm – Work Session
- March 29th at 7:00pm – Annual Member Meeting

ADJOURNMENT – At 9:23pm, the meeting was adjourned.

C. V. Kyle (Mar 19, 2022 16:03 PDT)

Secretary Treasurer

MOUNTAINPARK
Nature's Neighborhood

MEETING MINUTES
BOARD OF DIRECTORS WORK SESSION
February 15, 2022, 7:00PM

Pursuant to notice duly given, a work session of the Board of Directors of the Mountain Park Homeowners Association was held via Zoom virtual meeting on Tuesday, February 15, 2022.

BOARD MEMBERS PRESENT:

President	Eleanor Kurtus
Treasurer	Chip Kyle
Director	Janice Krem
Director	Kevin House
Director	Vatea Herman

BOARD MEMBERS ABSENT:
Vice President Ann Aman

MT. PARK HOA STAFF PRESENT:

Executive Director	Jennifer Anne
Executive Assistant	Cassidy Boyd

MT. PARK HOMEOWNERS PRESENT:
Glen & Gwen Miller
Barbara Jo Auburn

1. **CALL TO ORDER** - The meeting was called to order by President Kurtus at 7:01pm.

2. **AGENDA APPROVAL** – The Agenda was approved unanimously.

3. **READING AND APPROVAL OF MINUTES**
   a. **January 10, 2021 –**
   Secretary Kyle made a motion to approve the minutes from the. Director House seconded the motion. The motion passed (Yes – 4, No – 0). Director Herman abstained.

4. **OLD BUSINESS**
   a. ED Compliance Review – The Executive Director presented a simplified version of the compliance process. The Board discussed possible changes. The process will be sent to legal for review.

   b. KPI's Staff Review – Postponed until the next work session.

5. **NEW BUSINESS**
   a. Homeowner Portal – Board Sign-Up
   The Executive Director discussed having all Board Members utilize the Homeowner Portal to view their documents. This would begin after the new Board Members are elected.

   b. Volunteer Brunch – The Board discussed that gift cards were sent to committee members in lieu of an in-person volunteer brunch.

c. Committee Newsletter Articles –
President Kurtus made a motion to approve the newsletter in addition to the revisions provided by Board members. Director Kyle seconded the motion. The motion passed unanimously (Yes – 5, No – 0).

d. Committee Policies Update – The Executive Director stated that the ARC has completed their changes. HMC made no changes. The CPC is almost finished with the changes.
e. 30-Day Commentary – Postponed
f. Annual Meeting Preparation – The Board discussed that at the next meeting the Board will go through the annual meeting presentation.

6. **EXECUTIVE SESSION –** The Board entered Executive Session at 8:26pm to discuss a legal matter. At 8:36pm the regular meeting resumed.

7. **UPCOMING BOARD MEETINGS**
   - February 28 at 7:00pm

ADJOURNMENT – At 8:43pm, the meeting was adjourned.

C. V. Kyle (Mar 19, 2022 16:04 PDT)

Secretary Treasurer

MOUNTAINPARK
Nature's Neighborhood

MEETING MINUTES - AMENDED
BOARD OF DIRECTORS MEETING
JANUARY 25, 2022, 7:00PM

Pursuant to notice duly given, a meeting of the Board of Directors of the Mountain Park Homeowners Association was held via Zoom virtual meeting on Tuesday, January 25, 2022.

BOARD MEMBERS PRESENT:
President Eleanor Kurtus
Vice President Ann Aman
Secretary Treasurer Chip Kyle
Director Brian Altman
Director Vatea Herman
Director Janice Krem

BOARD MEMBERS ABSENT:
Director Kevin House

MT. PARK HOA STAFF PRESENT:
Executive Director Jennifer Anne
Executive Assistant Cassidy Boyd

MT. PARK HOMEOWNERS PRESENT:
Glen & Gwen Miller Bob Hill Clark Schenkenberger Gail Peterson

1. **CALL TO ORDER** - The meeting was called to order by President Kurtus at 7:00pm.

2. **AGENDA APPROVAL -**
The Board approved the Agenda with an addition – an appointment of an HMC Chair. The agenda was approved by the Board (Yes – 6, No – 0).

3. **APPEALS TO THE BOARD**

4. **VISITORS COMMENTS & LETTERS TO THE BOARD**
None.

5. **MINUTES FOR APPROVAL**
   a) **December 13, 2021 Minutes**
   Director Altman made a motion to accept the minutes of December 13, 2021. Director Kyle seconded the motion. The motion passed (Yes-4, No-0). Director Herman and Director Krem abstained.

6. **STAFF & COMMITTEE REPORTS**
   a. **Executive Director –** Executive Director Anne provided reports of all requested departments.

   b. **Architectural Committee** – Director Altman provided an update.
   244 Greenridge was discussed. 2 Del Prado turned in applications to avoid fines. 8 Da Vinci turned in applications to avoid fines.

   Director Altman made a motion to ratify and adopt the list of the three items on the list provided by the Architectural Committee – mitigating the fines for two properties and including a $200 fine for

244 Greenridge. Director Kyle seconded the motion. The motion passed unanimously (Yes – 6, No – 0).

c. **Common Property Committee –** Director House will provide an update at the next meeting. Director Altman stated the Common Property Policies will be reviewed at a special meeting on January 26, 2022.

There is no ratification list.

d. **Finance Committee** – Director Kyle provided an update of the December and January meetings. Year-end Operating Income was over budget and Operating Expenses were under budget, providing a net surplus.

The sky bridge has been evaluated by professionals and detailed reports were provided, including bids. I&E Construction Company was selected to complete the project. There is no schedule for when the improvements will take place.

Barry Dodd is stepping down as the Finance Committee Chair. Director Kyle made a motion to appoint Dwight Sangrey as the committee chair. The motion was seconded by Director Altman. The motion passed unanimously (Yes – 6, No – 0).

e. **Home Maintenance Committee –**
Director Krem made a motion that the Board appoint Mary Goss as Chair of the Home Maintenance Committee. The motion was seconded by Director Altman. The motion passed unanimously (Yes – 6, No – 0).

Director Krem made a motion to adopt and ratify the ratification list of violations and fines. Director Altman seconded the motion and, upon vote by the Directors, the motion passed unanimously (Yes-6, No-0).

f. **Clubhouse Committee –** Director Ann discussed the possibility of a "vaccination or test" policy for staff and members who utilize the Clubhouse. President Kurtus made a motion to have all homeowners and staff who use the Clubhouse be vaccinated or show a negative test. Director Krem seconded the motion. The motion failed (Yes – 3, No – 3). Director Kyle, Director Herman, and Director Aman voted no.

7. **RESOLUTIONS – None.**

8. **OLD BUSINESS**

9. **NEW BUSINESS**
   a) **Appoint Board of Director**
   Director Altman made a motion to appoint Charles Leverton to the vacant 14-month interim period. Director Aman seconded it. The vote passed unanimously (Yes – 6, No – 0).
   b) **Appoint ARC Committee Board Liaison**
   President Kurtus made a motion to appoint Director Herman to be the Board Liaison of the ARC Committee. Director Altman seconded it. The vote passed unanimously (Yes – 6, No – 0).
   c) **Annual Membership Meeting**
   Director Altman made a motion to host the Annual Meeting on March 29, 2022. Director Aman seconded the motion. Motion passed unanimously (Yes – 6, No – 0).
   d) **Special Board Meeting**

The Board discussed the meeting encompassing Board relationships with the committee and staff overall as well as the timing of the meeting due to the upcoming Board turnover.

President Kurtus made a motion to rescind the motion regarding this special board meeting made at a previous meeting. Director Herman seconds the motion. The motion passes (Yes – 5, No – 0).

Director Altman abstained. Director Herman made a motion to add this special board meeting topic to the first meeting in April and have the facilitated meeting at the end of May, with an invitation to previous Board Members to attend. Director Altman seconded the motion. The motion passed unanimously (Yes – 6, No – 0).

e) President Kurtus Newsletter Articles – President Kurtus makes a motion to add staff challenges and the new Annual Meeting date. The motion was seconded by Director Kyle. The motion passed unanimously (Yes – 6, No – 0).

10. **EXECUTIVE SESSION –** The Board went into Executive Session at 8:30pm. Regular session resumed at 8:47pm.

    Director Kyle made a motion to ask for a second opinion from an additional law firm regarding the previous CPI referenced in the CC&R document. Director Altman seconded the motion. The vote passed (Yes – 5, No – 1). Director Krem voted no.

11. **UPCOMING BOARD MEETINGS –** The following Meeting Schedule was discussed:
    - February 15, Board Work Session Meeting at 7:00pm
    - February 28, Board Meeting at 7:00pm

ADJOURNMENT – At 8:50pm, the meeting was adjourned.

C. V. Kyle
C. V. Kyle (Mar 4, 2022 16:04 PST)

Secretary Treasurer

MOUNTAINPARK
Nature's Neighborhood

MEETING MINUTES
BOARD OF DIRECTORS WORK SESSION
January 10, 2022, 7:00PM

Pursuant to notice duly given, a work session of the Board of Directors of the Mountain Park Homeowners Association was held via Zoom virtual meeting on Monday, January 10, 2022.

BOARD MEMBERS PRESENT:

President	Eleanor Kurtus
Vice President	Ann Aman
Treasurer	Chip Kyle
Director	Janice Krem
Director	Kevin House

BOARD MEMBERS ABSENT:

Director	Vatea Herman
Director	Brian Altman

MT. PARK HOA STAFF PRESENT:

Executive Director	Jennifer Anne
Executive Assistant	Cassidy Boyd

MT. PARK HOMEOWNERS PRESENT:

Glen & Gwen Miller
Clark Schenkenberger

1. **CALL TO ORDER** - The meeting was called to order by President Kurtus at 7:00pm.

2. **AGENDA APPROVAL** – The Agenda was approved unanimously.

3. **READING AND APPROVAL OF MINUTES**
   a. **October 11, 2021 –**
   Secretary Kyle made a motion to approve the October 11, 2021 Board of Director's Work Session Minutes with an amendment to Section III – Board Candidates.

   President Kurtus made a motion to approve the amended minutes. The motion passed (Yes - 4, No - 1). Director Krem voted no.

4. **OLD BUSINESS**
   a. Staffing Update – The Executive Director stated the Member Services Department has hired two staff members allowing regular hours for the Clubhouse to resume on 1/17/22. For the Compliance Manager position, an offer will be made to the top candidate this week. The Landscape Department is also hiring personnel.

   b. KPI's Selection – KPIs that received the most votes were:
   2B – Number of NOVs
   2D – Number of Outreach/Communication Events
   4A – Utilization of Clubhouse
   5C – Employee Statistics (numbers, hours, satisfaction)

5E – Number of Incoming Communication (suggestions/complaints)
6A – Overall Satisfaction of Members (annual survey)

The Board discussed adding a KPI that would reflect community engagement. Director Kurtus made a motion to adopt the above KPIs to track each month, excluding the annual survey. Director Kyle seconded the motion. The motion passed unanimously (Yes – 5, No – 0).

c. Compliance Process Improvements – The Board discussed the current compliance process and possible improvements or simplification. The Executive Director suggested having a third party review the current process and the recommendations on how to simplify it. It was agreed that the Executive Director will put together materials on the recommended changes to the current process that will be presented to the Board prior to being shared with an attorney for legal opinion.

5. NEW BUSINESS

a. Board Self Governance
President Kurtus made a motion to have a facilitator lead the Board in exploring questions and topics such as communication among the board and with the workforce and community; the board's role in motivating high performance; establishing trust of the workforce and membership; board accountability. The proposal from Acuity (Julie Kearney) is for two meetings. The first session would the establish the questions and set the goals. The second session, after the new board is in place, would work towards the answers. Director Kyle seconded the motion. The vote passed unanimously (Yes – 5, No – 0).

b. Newsletter Articles – The Board discussed that articles will be due by the end of January for the Annual Newsletter in February. The Executive Assistant will send previous samples to the Committee Chairs by the end of this week.

c. Nominating Committee – President Kurtus made a motion to appoint Director Krem, Director Aman, and Director Herman to the nominating committee for the Board of Directors. The motion was seconded by Director Kyle. The motion passed unanimously (Yes – 5, No – 0).

6. EXECUTIVE SESSION – The Board entered Executive Session at 8:19pm to discuss a legal matter. At 9:08pm the regular meeting resumed.

7. UPCOMING BOARD MEETINGS

- February 15 at 7:00pm
- February 28 at 7:00pm

ADJOURNMENT – At 9:08pm, the meeting was adjourned.

C. V. Kyle
C. V. Kyle (Mar 4, 2022 16:04 PST)

Secretary Treasurer

MEETING MINUTES
BOARD OF DIRECTORS MEETING
DECEMBER 13, 2021, 7:00PM

Pursuant to notice duly given, a meeting of the Board of Directors of the Mountain Park Homeowners Association was held via Zoom virtual meeting on Monday, December 13, 2021.

BOARD MEMBERS PRESENT:

President Eleanor Kurtus
Vice President Ann Aman
Secretary Treasurer Chip Kyle (arrived late)
Director Brian Altman
Director Kevin House

BOARD MEMBERS ABSENT:

Director Vatea Herman (joined during Executive Session)
Director Janice Krem

MT. PARK HOA STAFF PRESENT:

Executive Director Jennifer Anne
Executive Assistant Cassidy Boyd

MT. PARK HOMEOWNERS PRESENT:

Dave Inman
Glen & Gwen Miller
Tom Rainey
Maria Sabatino

1. **CALL TO ORDER** - The meeting was called to order by President Kurtus at 7:03pm.

2. **AGENDA APPROVAL -**
   The Board approved the Agenda with the addition of a letter to the Board (Yes-4, No-0). Chip Kyle was absent for the vote.

3. **APPEALS TO THE BOARD**
   a. 41 Tanglewood
   Owner is appealing an NOV from the CPC. The Board discussed the encroachment violation, initial decision, and the appeal. Director Aman made a motion to deny his appeal but allow an extension until March 31, 2022 to have the fence moved. Director House seconded the motion. Upon vote by the directors, the motion passed (Yes-5, No-0).

4. **VISITORS COMMENTS & LETTERS TO THE BOARD**
   a) Letter from owner looking to rent a room in the Clubhouse for a cub scout meeting. Director House suggested a 501(C)(3) rate. The Executive Director will look into the options and ensure the decision will be equal for all interested parties.

5. **MINUTES FOR APPROVAL**
   a) **November 23, 2021 Minutes**
   Director Herman in an email recommended amending the minutes, section 3B, to change receiving the NOV from the CPC, not the ARC. President Kurtus made a motion to accept the minutes with that amendment. Director Kyle seconded the motion. The motion passed unanimously (Yes-5, No-0).

6. **RESOLUTIONS – None.**

7. **OLD BUSINESS**

8. **NEW BUSINESS**

a) Review Draft Letters

- **YE State of Finances**
  The Board reviewed the draft letter and suggested adding a link to direct readers on where they can find the 2022 budget information and add more emphasis on the budget being balanced.
- **Solicitation for CPI Task Force Volunteers**
  The Board reviewed the draft letter and no changes are necessary for the email content.

b) KPI Discussion

The Board reviewed the sample KPI reports that were utilized in the past and were tasked to look over the KPI suggestions. Each director is to pick 5 indicators to be discussed at the next Work Session meeting.

c) Architectural Committee/Proposed Policy Changes

The Board reviewed the policy changes. Director Altman said there were small, formatting changes for the 2022 policies. The following issues came up in discussion:

- Artificial Turf
- Section 5-B requires an application
- Mailboxes
- New Structures

Director Altman made a motion to approve the Architectural Policies & Procedures conditionally, subject to verification they are consistent with the CC&Rs. Director Kyle seconds the motion. The Board votes in favor of the motion (Yes – 4, No – 1). Director Aman opposed.

d) Clubhouse Committee/Proposed Policy Changes

The Board reviewed the policy changes and only one change was made. Prohibited behavior was adjusted to add "sexual behavior". Director House made a motion to accept the Clubhouse Committee Standards. Director Altman seconded the motion. The Board voted in favor of the motion unanimously (Yes – 5, No – 0).

9. **EXECUTIVE SESSION – Executive Session adjourned at 9:25pm and regular session resumed.** The Board agreed to restate the motion made by President Kurtus to rescind the ratification of the 1/29/2021 continuing fine on 4 Goya. The motion was seconded by Director Aman and passed (Yes - 4, No - 1). Director Altman opposed. Director House abstained.

10. **UPCOMING BOARD MEETINGS –** The following Meeting Schedule was discussed:
    - January 10, 2022 – Work Session Meeting
    - January 25, 2022 – Board Meeting

ADJOURNMENT – At 9:30pm, the meeting was adjourned.

C. V. Kyle
C. V. Kyle (Feb 4, 2022 16:23 PST)

Secretary Treasurer

MEETING MINUTES - AMENDED
BOARD OF DIRECTORS MEETING
NOVEMBER 23, 2021, 7:00PM

Pursuant to notice duly given, a meeting of the Board of Directors of the Mountain Park Homeowners Association was held via Zoom virtual meeting on Tuesday, November 23, 2021.

BOARD MEMBERS PRESENT:

President Eleanor Kurtus
Vice President Ann Aman
Secretary Treasurer Chip Kyle (arrived late)
Director Brian Altman
Director Vatea Herman
Director Kevin House
Director Janice Krem

BOARD MEMBERS ABSENT:

None.

MT. PARK HOA STAFF PRESENT:

Executive Director Jennifer Anne
Executive Assistant Cassidy Boyd

MT. PARK HOMEOWNERS PRESENT:

Ryan Stringfellow Emma Xu Glen & Gwen Miller
Mary Goss

1. **CALL TO ORDER** - The meeting was called to order by President Kurtus at 7:02pm.

2. **AGENDA APPROVAL -**
The Board approved the Agenda as presented. (Yes-6, No-0) Chip Kyle was absent for the vote.

3. **APPEALS TO THE BOARD**
a. 13662 Blazer Trail
Owner is appealing and NOV from the CPC. The Board discussed the violation, initial decision, and the appeal. Director Herman made a motion to approve his appeal and remove the fine. Director Aman seconded the motion. Upon vote by the directors, the motion passed (Yes-4, No-2) Director House and Director Krem voted no. Director Kyle was absent for this vote.

b. 74 Kingsgate
Owner is appealing an NOV from the CPC. The Board discussed the violation, initial decision, and the appeal. Director Aman made a motion to identify where the property line is and to have them remove the chain link fence. Director Krem seconded the motion with the contingency that the HOA landscape department will determine where the common property line is. Upon vote by the directors, the motion passed (Yes-5, No-1) Director Altman voted no. Director Kyle abstained.

4. **VISITORS COMMENTS & LETTERS TO THE BOARD**
Glen & Gwen Miller – Interested in information on adding additional staff to the compliance department to help with historical filing on properties and violations. There is no update at this time.

5. **MINUTES FOR APPROVAL**
   a) **October 26, 2021 Minutes**
   President Kurtus made a motion to accept the minutes. The motion passed unanimously (Yes-7, No-0).

6. **STAFF & COMMITTEE REPORTS**
   a. **Executive Director –** Executive Director Anne provided reports of the following:
   Discussed providing the BOD with access to staff internal materials (in relation to long term plans, inclement weather closure plans) for the organization; any procedures that may impact the members.

   The Board made a request for long term KPI data. Director Kyle brought up that the Board was going to determine what KPIs they would like to see. President Kurtus will put it on the agenda for the next work session.

   b. **Architectural Committee** – Director Altman provided an update.
   No NOVs to discuss.

   c. **Common Property Committee –** Director House provided an update. Had a hearing with 74 Kingsgate and needing to do more research on where the property line is.

   Another hearing was for a fence encroachment, but the owners did not attend. The committee made a decision knowing they could have another hearing if need be. It is on the list of NOVs to be approved.

   Director House met with Executive Director Anne on the encroachment tracker and how great it is. They will use it for a couple of months and reassess.

   Working on updates to policies and procedures. Fine schedule and clarity across the policy is needed.

   Ratify the NOVs Issued by the CPC
   Director House made a motion to ratify the NOVs issued by the CPC on three properties for encroachments. Director Altman seconded the motion. Upon vote by the Directors, the motion passed (Yes-5, No-2). Director Aman and Director Herman voted no.

   d. **Finance Committee** – Director Kyle provided an update on their review of the Finance Committee meeting. The financial position of the HOA continues to be strong and the proposed budget is balanced.

   The Board discussed taking responsibility for possibly re-allocating excess funds to different areas or what members determine to be priorities in the future. Executive Director Anne briefly discussed the high importance of funding the reserves.

   Director Kyle made a motion that the Board approve the 2022 Master Budget with the contingency that the expenditure sub-allocations may be revised during the year and that the $30,000 be put into an unallocated fund instead of reserves for the next three months until the Board decides where to allocate the money. Director Krem seconded the motion and, upon vote by the Directors, the motion passed (Yes-5, No-2). President Kurtus and Director Kyle voted no.

e. **Home Maintenance Committee –**

Director Krem made a motion that the Board ratify and adopt the ratification list of violations and fines and that the property with $1400 in unpaid fines be turned over to collections. After discussion, Director Altman seconded the motion and, upon vote by the Directors, the motion failed (Yes-3, No-4). Director House, Director Kyle, Director Herman, and President Eleanor voted no.

Director Aman amends the motion to solely ratify the list of violations and fines. Director Kyle seconded the motion. The motion passed (Yes-6, No-1). Director Altman voted no.

f. **Clubhouse Committee –** No update.

7. **RESOLUTIONS – None.**

8. **OLD BUSINESS**
   a) CPI Index Task Force – The task force needs more help with marketing and understanding how to get more members to vote. May need to spend money on a consultant/PR firm to assist with this campaign. The task force would like someone to take ownership of the project. No Board members volunteered so the HOA will send out an e-blast to recruit members to help with the project.

9. **NEW BUSINESS**
   a) Winter Newsletter – Comments and suggestions will be sent directly to the Executive Director.

10. **EXECUTIVE SESSION –** Executive Session to be tabled until the December meeting.

11. **UPCOMING BOARD MEETINGS –** The following Meeting Schedule was discussed:
    - December 13th, Board Meeting 7:00pm

ADJOURNMENT – At 9:40pm, the meeting was adjourned.

C V Kyle
C V Kyle (Dec 16, 2021 14:28 PST)

Secretary Treasurer

MOUNTAINPARK
Nature's Neighborhood

MEETING MINUTES
BOARD OF DIRECTORS MEETING
OCTOBER 26, 2021, 7:00PM

Pursuant to notice duly given, a meeting of the Board of Directors of the Mountain Park Homeowners Association was held via Zoom virtual meeting on Tuesday, October 26, 2021.

BOARD MEMBERS PRESENT:

President Eleanor Kurtus
Vice President Ann Aman
Secretary Treasurer Chip Kyle
Director Brian Altman
Director Vatea Herman
Director Kevin House
Director Janice Krem

BOARD MEMBERS ABSENT:

None.

MT. PARK HOA STAFF PRESENT:

Executive Director Jennifer Anne
Executive Assistant Rhonna Dunten-Schachter

MT. PARK HOMEOWNERS PRESENT:

Jeff Walden
Mary Goss
Lawrence Dolan
Barbara Jo Auburn
Harley Laue
Peggy Bryant
Ryan Stringfellow
Glen & Gwen Miller
Gail Peterson

1. **CALL TO ORDER** - The meeting was called to order by President Kurtus at 7:01 PM.

2. **AGENDA APPROVAL -**
The Board approved the Agenda as presented.

3. **APPEALS TO THE BOARD**
None.

4. **VISITORS COMMENTS & LETTERS TO THE BOARD**
   a) **Ping Pong Table –** Executive Director Anne reviewed a detailed report about the ping pong table usage over an 11-month period, which outlines why it was removed from the Clubhouse. Based on the recent community feedback, there is a plan to purchase a new ping pong table, return it to the Cascara Room and reimplement a reservation program for its usage in 2022. The Board agreed to communicate major changes at the Clubhouse affecting the amenities provided to the community and provide an opportunity for community feedback before the changes are approved and implemented.

5. **MINUTES FOR APPROVAL**
   a) **September 28, 2021 Minutes**
   President Kurtus made a motion to accept the minutes presented with Director Krem's written suggested changes, Vice-President Aman seconded the motion and, upon vote by the Directors, the motion passed (Yes-6, No-0). Secretary Treasurer Kyle abstained.

6. **STAFF & COMMITTEE REPORTS**

a. **Executive Director –** Executive Director Anne provided a report overview. **At the Board's request,** Executive Director Anne will send an email to the Board prior to sending any major communications with our HOA community, such as important email blasts or newsletters, to give the Board advance notice and an opportunity to comment if necessary.

b. **Architectural Committee –** Director Altman provided an update.

Director Altman made a motion that the Board ratify the $200 fine as issued for 2 Del Prado. Vice President Aman seconded the motion and, upon vote by the Directors, the motion passed (Yes-7, No-0).

c. **Common Property Committee –** Director Altman provided an update. Director House will meet with the Compliance Manager to discuss concerns addressed by the Board.

d. **Finance Committee –** Secretary Treasurer Kyle provided an update and reviewed the 2022 Reserve Budget Allocation.

Secretary Treasurer Kyle made a motion that the Board approve the 2022 Reserve Budget Allocation as presented with the addition of $15,000 for contingency, Director Altman seconded the motion and, upon vote by the Directors, the motion passed (Yes-7, No-0).

e. **Home Maintenance Committee –** Director Krem provided an update and made some corrections to the ratification list.
11 Hidalgo: The HMC found that the violation was the second violation but only imposed a $200 fine because the notice (NOV) that was issued only advised the homeowner that the fine was $200. The ratification list needed to be revised accordingly.
244 Greenridge: The HMC found that the homeowner did not violate the rule regarding outdoor storage that was charged in the NOV. Consequently, the violation was dismissed by the committee and the committee recommended that the matter be referred to the Architectural Committee to determine whether the construction of the hardscape needed to be approved. The ratification list needed to be revised accordingly.

Director Krem made a motion that the Board ratify and adopt the corrected ratification list of violations and fines. Director Altman seconded the motion and, upon vote by the Directors, the motion passed (Yes-7, No-0).

f. **Clubhouse Committee –** No update.

7. **RESOLUTIONS – None.**

8. **OLD BUSINESS**

a) **None.**

9. **NEW BUSINESS**

Director Altman provided a review of the documentation submitted by the ARC Committee and the Board decided to take no action at this time regarding the request from a homeowner for the removal of the **Mayaan school's metal sign.** The Board directed Executive Director Anne draft a letter to Mayaan regarding the status of the sign and President Kurtus will review the letter prior to it being sent.

10. **EXECUTIVE SESSION -** At 8:50 pm the Board went into Executive session to discuss legal matters. Executive Session was adjourned at 9:17 pm.

11. **UPCOMING BOARD MEETINGS –** The following Meeting Schedule was not discussed:
    - November 8th, Working Session 7pm
    - November 23rd, Board Meeting 7 pm

ADJOURNMENT – At 9:16 pm, the meeting was adjourned.

C V Kyle
C V Kyle (Nov 27, 2021 09:50 PST)

Secretary Treasurer

MOUNTAINPARK
Nature's Neighborhood

MEETING MINUTES
BOARD OF DIRECTORS MEETING
SEPTEMBER 28, 2021, 7:00PM

Pursuant to notice duly given, a meeting of the Board of Directors of the Mountain Park Homeowners Association was held via Zoom virtual meeting on Tuesday, September 28, 2021.

BOARD MEMBERS PRESENT:

President	Eleanor Kurtus
Vice President	Ann Aman
Director	Brian Altman
Director	Vatea Herman
Director	Janice Krem

BOARD MEMBERS ABSENT:

Treasurer	Chip Kyle

MT. PARK HOA STAFF PRESENT:

Executive Director	Jennifer Anne
Executive Assistant	Rhonna Dunten-Schachter

MT. PARK HOMEOWNERS PRESENT:

Glen & Gwen Miller	Emma Xu	Ryan Stringfellow
Kevin House	Gail Peterson	Jesse Koh
Denny Barnes, for Victor Wang	Peggy Bryant	Kent

1. **CALL TO ORDER** - The meeting was called to order by President Kurtus at 7:01 PM.

2. **AGENDA APPROVAL -**
   The Board approved the Agenda as presented with President Kurtus' revision to add a discussion of the Board of Director applicant interviews to New Business.

3. **APPEALS TO THE BOARD**
   a) **13606 Blazer Trail –**
   Emma Xu and the representative for Victor Wang appeared and declined to pursue their appeal before the board on the advice of their lawyer.

4. **VISITORS COMMENTS & LETTERS TO THE BOARD –** None.

5. **PREVIOUS MINUTES**
   a) **August 24, 2021 Minutes**
   President Kurtus made motion to accept the minutes presented with suggested changes, Director Altman seconded the motion and, upon vote by the Directors, the motion passed (Yes-5, No-0).

6. **STAFF & COMMITTEE REPORTS**
   a. **Executive Director –** Director Anne provided a report overview.
   b. **Architectural Committee** – Director Altman provided an update.
   Director Altman made a motion that the Board ratify the $200 fine as issued for 103 Garibaldi. Director Krem seconded the motion and, upon vote by the Directors, the motion passed (Yes-5, No-0).

Director Altman made second motion that the Board ratify the $200 fine as issued for 2 Del Prado. Vice President Aman seconded the motion and, upon vote by the Directors, the motion passed (Yes-5, No-0).

Director Altman made third motion that the Board mitigate the fine for 20 Mountain Circle. Vice President Aman seconded the motion and, upon vote by the Directors, the motion passed (Yes-5, No-0).

c. **Common Property Committee –** Director Altman provided an update.

d. **Finance Committee** – President Kurtus provided an update.

e. **Home Maintenance Committee –** Director Krem provided an update.
Executive Director Anne will discuss the proposed rating and prioritizing system for compliance actions with the Compliance Manager and add a follow up to the next Board of Director's Work Session Agenda as requested. Executive Director Anne will follow up with our attorney to help determine what the minimum amount and/or the minimum length of time is that the HMC Committee should fine a homeowner based on collection costs before the board decides to refer the matter to collections in the case of continuing violations.
Executive Director Anne will request the Compliance Manager take follow up pictures on properties with fines.
Director Krem made a motion that the Board ratify the NOV list issued by the HMC in August. Director Altman seconded the motion and, upon vote by the Directors, the motion passed (Yes-5, No-0).
President Kurtus made a motion that the HMC Committee continue their current fine process for continuing fines until the Board can determine otherwise. Vice President Aman seconded the motion and, upon vote by the Directors, the motion passed (Yes-5, No-0).

f. **Clubhouse Committee –** No update.

7. **RESOLUTIONS – None.**

8. **OLD BUSINESS**
   a) **Legal Advice**
   39 Oriole, moved to Executive Session.

9. **NEW BUSINESS**
   a) **Board of Director applicant interview follow up discussion.** Vice President Aman provided an update.

10. **EXECUTIVE SESSION -** At 8:37 pm the Board went into Executive session to discuss legal matters. Executive Session was adjourned at 9:03 pm.

11. **UPCOMING BOARD MEETINGS –** The following Meeting Schedule was not discussed:
    - October 11th, Working Session 7pm
    - October 26th, Board Meeting 7pm

ADJOURNMENT – At 9:04 pm, the meeting was adjourned.

C. V. Kyle
C. V. Kyle (Oct 27, 2021 14:30 PDT)

MEETING MINUTES
BOARD OF DIRECTORS MEETING
AUGUST 24, 2021, 7:00PM

Pursuant to notice duly given, a meeting of the Board of Directors of the Mountain Park Homeowners Association was held via Zoom virtual meeting on Tuesday, August 24, 2021.

BOARD MEMBERS PRESENT:

President	Eleanor Kurtus
Treasurer	Chip Kyle
Director	Ann Aman
Director	Brian Altman
Director	Vatea Herman
Director	Janice Krem

BOARD MEMBERS ABSENT:

None.

MT. PARK HOA STAFF PRESENT:

Executive Director	Jennifer Anne
Executive Assistant	Rhonna Dunten-Schachter

MT. PARK HOMEOWNERS PRESENT:

Glen & Gwen Miller
Barbara Auburn

1. **CALL TO ORDER** - The meeting was called to order by President Kurtus at 7:03 PM.

2. **AGENDA APPROVAL -**
   The Board approved the Agenda as presented unanimously.

3. **APPEALS TO THE BOARD –** None.

4. **VISITORS COMMENTS & LETTERS TO THE BOARD –** None.

5. **PREVIOUS MINUTES -**
   a) **July 29, 2021 –** The Board approved the July 29, 2021 minutes as presented unanimously.

6. **STAFF & COMMITTEE REPORTS –**
   a. **Executive Director –** Director Anne provided an update.
   b. **Architectural Committee** – Director Altman provided an update.
      Director Altman made a motion that the Board ratify the $200 fine as issued for 103 Garibaldi. The motion has beenamended. The Board requested this fine be sent back to the committee for additional information to be provided at the next meeting.
   c. **Common Property Committee –** Director Altman provided an update. The Board requested more documentation on the current violation and hearing requests process issues to be reviewed at the next meeting.
   d. **Finance Committee** - Director Kyle provided an update.
      Director Kyle made a motion that the Board approve appointment of Anna Shubeau to the

Reserves Committee. President Kurtus seconded the motion and, upon vote by the Directors, the motion passed (Yes-6, No-0).

e. **Home Maintenance Committee –** Director Krem provided an update.

Director Krem made a motion that the Board ratify the NOV issued by the HMC in August. Director Aman seconded the motion and, upon vote by the Directors, the motion passed (Yes-6, No-0).

Director Krem made a second motion that the Board direct necessary staff support so the ARC & HMC Member Forum be held in October (or if not feasible at that time, when feasible). Director Altman seconded the motion and, upon vote by the Directors, the motion passed (Yes-6, No-0).

Director Krem made a third motion that the Board approve a Code of Competence, which outlines appropriate behavior at meetings. The motion has been amended. President Kurtus requested the Board review the current 12 Statements of Value at a future Work Session.

f. **Clubhouse Committee –** Director Aman provided an update.

7. **RESOLUTIONS – None**

8. **OLD BUSINESS –**
   a) **Request for Legal Advice –** Review/Approve
   Moved to Executive Session.
   b) **Rules Task Force –** Review/Approve
   President Kurtus made a motion the Board establish a Rules Task Force to address the Survey Focus Group Comments and provide Feedback by sending out a notice to the community requesting volunteers to contribute. Director Aman seconded the motion and, upon vote by the Directors, the motion passed (Yes-4, No-2). Director Krem and Director Altman opposed the motion as presented.

9. **NEW BUSINESS –**
   a) **Board Resignation / Opening**
   President Kurtus suggested an E-Blast be sent to the Community to locate an interested applicant.
   Discussion occurred regarding replacing Director Post on ARC and CPC.
   Director Altman offered to be the liaison and Director Herman will assist as needed.
   b) **Training – Compliance –** Scheduled September 21-24 via ZOOM
   The Board approved Executive Director Anne arranging dates for the recommended Compliance Trainings and communicate dates accordingly.
   c) **39 Oriole Granted Easement -** Review/Approve
   Moved to Executive Session.

10. **EXECUTIVE SESSION -** At 8:50pm the Board went into Executive session to discuss a legal matter.

11. **UPCOMING BOARD MEETINGS –** The following Meeting Schedule was not discussed:
   - September 13th, Working Session 7pm
   - September 28th, Board Meeting 7pm

ADJOURNMENT – At 9:16 pm, the meeting was adjourned.

C v Kyle
C v Kyle (Sep 29, 2021 18:08 EDT)

Secretary Treasurer

MOUNTAINPARK
Nature's Neighborhood

MEETING MINUTES
BOARD OF DIRECTORS WORK SESSION
August 9, 2021, 7:00PM

Pursuant to notice duly given, a work session of the Board of Directors of the Mountain Park Homeowners Association was held via Zoom virtual meeting on Monday, August 9, 2021.

BOARD MEMBERS PRESENT:

President	Eleanor Kurtus
Director	Janice Krem
Director	Theron Post
Director	Brian Altman
Director	Vatea Herman
Director	Ann Aman

BOARD MEMBERS ABSENT:

Treasurer	Chip Kyle

MT. PARK HOA STAFF PRESENT:

Executive Director	Jennifer Anne
Executive Assistant	Rhonna Dunten-Schachter

MT. PARK HOMEOWNERS PRESENT:
Gail Peterson

CALL TO ORDER - The meeting was called to order by President Kurtus at 7:13PM.

1. **READING AND APPROVAL OF MINUTES**
   - **July 12, 2021 –** The Board unanimously voted to approve the July 12, 2021 minutes as presented.
   - **June 29, 2021 (Revised) –** The Board unanimously voted to approve the revised June 29, 2021 minutes as presented.

2. **OLD BUSINESS –**
   - **HOA Board Preparation/New Agenda Examples –** Informational only.
   - **Update on Post COVID Meetings –** Discussion.

3. **RESOLUTIONS – None.**

4. **NEW BUSINESS –**
   - **Common Property Committee –** Ratification of Fine, Requires Motion.
     Director Post made a motion that the Board ratify the fine for 13606 Blazer Trail as written with a notation that there is a 5-year window for damages. Director Altman seconded the motion and, upon vote by the Directors, the motion passed (Yes-5, No-1) Director Herman opposed.
   - **HMC Committee –** Director Krem made a motion to appoint Gail Peterson to the HMC Committee. Director Aman seconded to motion and, upon vote by the Directors, the motion passed (Yes-6, No-0).

5. **EXECUTIVE SESSION – None.**

6. **UPCOMING BOARD MEETINGS –** The following Meeting Schedule was discussed:
   - August 24th, Regular Session, 7pm.

- September 13th, Work Session, 7 pm.

ADJOURNMENT – At 8:04pm, the meeting was adjourned.

C V Kyle
C V Kyle (Sep 15, 2021 16:54 PDT)

Secretary Treasurer

MOUNTAINPARK
Nature's Neighborhood

MEETING MINUTES
BOARD OF DIRECTORS MEETING
JULY 27, 2021, 7:00PM

Pursuant to notice duly given, a meeting of the Board of Directors of the Mountain Park Homeowners Association was held via Zoom virtual meeting on Tuesday, July 27, 2021.

BOARD MEMBERS PRESENT:

Treasurer	Chip Kyle
Director	Ann Aman
Director	Brian Altman
Director	Vatea Herman
Director	Theron Post
Director	Janice Krem

BOARD MEMBERS ABSENT:

President	Eleanor Kurtus

MT. PARK HOA STAFF PRESENT:

Executive Director	Jennifer Anne
Executive Assistant	Rhonna Dunten-Schachter

MT. PARK HOMEOWNERS PRESENT:

Glen & Gwen Miller
Sarah Cantor
Gail Peterson

1. **CALL TO ORDER** - The meeting was called to order by Director Aman at 7:04PM.

2. **APPEALS TO THE BOARD -**
   a) 1 El Greco - ARC Appeal – Approve or Deny ARC Application
   The Board discussed the application and initial decision and appeal.
   Director Aman made a motion that the Board approve the decision to send this back to Architectural Committee for further review. Director Herman seconded the motion and, upon vote by the Directors, the motion passed (Yes-6, No-0).

3. **VISITORS COMMENTS & LETTERS TO THE BOARD –** None.

4. **PREVIOUS MINUTES -**
   a) **June 29, 2021 -** The Board requested the June 29, 2021 minutes be corrected and sent via email to the Board members. The corrected minutes will be reviewed at the next Board Meeting.

5. **STAFF & COMMITTEE REPORTS –**
   a. **Executive Director –** Director Anne provided an update on the following:
      - Clubhouse – The Board discussed the Clubhouse 12–1 pm daily COVID cleaning closure. The Board requested the daily closure be removed.
      - Landscape – The Board discussed MPHOA's reason for outsourcing the landscaping around the Clubhouse. No further action needed.

- Communication
- Projects
- Staff – The Board requested Executive Director Anne provide resumes of newly hired department managers to the Board for their information. Executive Director Anne will review and recommend a resolution at next Board Meeting.

b. **Architectural Committee** – Director Altman stated most members are in favor of in person meetings with hybrid as an option. No decision was made.
The Board discussed the sign the school posted. Executive Director Anne stated the MPHOA team is working on resolution for this particular issue and will update the Board at the next meeting.
Director Altman made a motion that the Board approve the individual who the Architectural Committee unanimously approved to paint the curbs. Director Aman seconded the motion and, upon vote by the Directors, the motion passed (Yes-6, No-0).

c. **Common Property Committee –** Director Post noted the mural that has been completed between the church and clubhouse by the tennis courts.
The Board discussed an encroachment issue regarding a legacy fence. Executive Director Anne stated she is working on a monument and will update the board at the next meeting.

d. **Finance Committee** - Director Kyle stated we have a favorable variance for the month and Y-T-D. Expenses were over budget with a net loss due primarily to 3 main variances: 1) Three pay periods in June. 2) MPHOA paid the auditor. 3) MPHOA repaired the HVAC system. Net on Y-T-D basis is still positive.
The Board discussed the Finance Committee's recommendation to use Hudspeth & Co. for a 2-year audit proposal in 2021-2022, including filing taxes.
Director Kyle made a motion that the Board approve the proposal presented by Hudspeth & Co. Director Herman seconded the motion and, upon vote by the Directors, the motion passed (Yes-6, No-0).

e. **Home Maintenance Committee –** Director Krem provided a brief update of the last HMC meeting.
    - The Board discussed issues with the compliance fine process and handling repeat violations. Executive Director Anne stated she will discuss the issues with Cherina and report a resolution back to the Board at the next meeting.
    Director Krem made a motion that the Board ratify the NOV issued by the HMC this month. Director Altman seconded the motion and, upon vote by the Directors, the motion passed (Yes-6, No-0).
    Director Krem made a second motion that the Board approve guidance and direction to continue to assess fines every 30 days instead of sending the repeat violations to collections. Director Altman seconded the motion and, upon vote by the Directors, the motion passed (Yes-6, No-0).

a. **Clubhouse Committee –** No further discussion.

6. RESOLUTIONS – None

7. OLD BUSINESS –

a) **Request for Legal Advice –** Review/Approve
Landscaping Policies Update
Director Herman made a motion to approve the legal request as it was written. Director Aman seconded the motion and, upon vote by the Directors, the motion passed (Yes-4, No-2). Director Krem and Director Altman opposed the motion as presented.

8. NEW BUSINESS – None.

9. **EXECUTIVE SESSION -** At 8:51pm the Board went into Executive session.

10. **UPCOMING BOARD MEETINGS –** The following Meeting Schedule was not discussed:
    - August 9th, Working Session 7pm
    - August 24th, Board Meeting 7pm

ADJOURNMENT – At 9:27pm., the meeting was adjourned.

C. V. Kyle
C. V. Kyle (Aug 26, 2021 11:00 PDT)

Secretary Treasurer

MOUNTAIN PARK
Nature's Neighborhood

MEETING MINUTES
BOARD OF DIRECTORS WORK SESSION
July 12, 2021, 7:00PM

Pursuant to notice duly given, a work session of the Board of Directors of the Mountain Park Homeowners Association was held via Zoom virtual meeting on Monday, July 12, 2021.

BOARD MEMBERS PRESENT:

President	Eleanor Kurtus
Treasurer	Chip Kyle
Director	Janice Krem
Director	Theron Post
Director	Brian Altman
Director	Vatea Herman

BOARD MEMBERS ABSENT:

Director	Ann Aman

MT. PARK HOA STAFF PRESENT:

Executive Director	Jennifer Anne
Executive Assistant	Rhonna Dunten-Schachter

MT. PARK HOMEOWNERS PRESENT:
Glen & Gwen Miller

CALL TO ORDER - The meeting was called to order by President Kurtus at 7:07PM.

1. **LETTERS TO THE BOARD –** President Kurtus requested to discuss Letters to the Board.
   - Letter from Goss
   - Letter from Weathersby

2. **READING AND APPROVAL OF MINUTES**
   - **June 14, 2021 –**President Kurtus requested the Board adopt the minutes for June 14, 2021 as amended. No motion was made. The minutes were approved unanimously.

3. **OLD BUSINESS –**
   - **Electric Vehicle Chargers Update –** The Board has requested more interest before pursuing. President Kurtus will write to the city.
   - **Request for Legal Advice – Landscaping Policies Update –** President Kurtus stated there was a request to skip review of this item at this time.

4. **RESOLUTIONS – None**

5. **NEW BUSINESS –**
   - **Welcome Committee –** President Kurtus stated this item was added to the Strategic Plan. The Board discussed the request for a Welcome Committee to be formed in July/August who would begin welcoming new community members to the HOA in September.
     President Kurtus made a motion that a Welcome Committee be established. Director Kyle seconded the motion, and upon vote by the Board, the motion passed (Yes-6, No-0).

- **Better Board Meetings (White Paper) –** The Board discussed the recommendations for better Board Meetings and white paper. Director Post, Director Krem and Executive Director, Jennifer Anne, will meet to discuss further and follow up at the next Board Meeting.
- **Website Re-Design Project –** The Board discussed the website and agreed on Option 2 with additional color to match the photos.
  President Kurtus made a motion to proceed with Option 2 with more color as noted. Director Kyle seconded the motion, and upon vote by the Board, the motion passed (Yes-6, No-0).

6. **EXECUTIVE SESSION –** At 8:23 pm the Board went into Executive session.

7. **UPCOMING BOARD MEETINGS –** The following Meeting Schedule was discussed:
   - July 27th, Regular Session, 7pm – President Kurtus will be absent, Director Aman will run the meeting.

ADJOURNMENT – At 8:44pm, the meeting was adjourned.

C. V. Kyle
C. V. Kyle (Aug 10, 2021 10:21 PDT)

Secretary Treasurer

MOUNTAINPARK
Nature's Neighborhood

MEETING MINUTES
BOARD OF DIRECTORS MEETING
JUNE 29, 2021, 7:00PM

Pursuant to notice duly given, a meeting of the Board of Directors of the Mountain Park Home Owners Association was held via Zoom virtual meeting on Tuesday, June 29, 2021.

BOARD MEMBERS PRESENT:

President	Eleanor Kurtus
Treasurer	Chip Kyle
Director	Ann Aman
Director	Vatea Herman
Director	Janice Krem
Director	Theron Post

BOARD MEMBERS ABSENT:

Director	Brian Altman

MT. PARK HOA STAFF PRESENT:

Executive Director	Jennifer Anne
Executive Assistant	Rhonna Dunten-Schachter

MT. PARK HOMEOWNERS PRESENT:

Gail Peterson
Gwen & Glen Miller

1. **CALL TO ORDER** - The meeting was called to order by President Kurtus at 7:02PM.

2. **APPEALS TO THE BOARD –** None

3. **VISITORS COMMENTS & LETTERS TO THE BOARD**
   a) **Event Request - Brook Gutman Park**. Director Post made a motion to adopt the request. Director Kyle seconded the motion, and upon vote by the Directors the motion passed (Yes-6, No-0).

4. **PREVIOUS MINUTES**
   a) **May 25, 2021 –** Director Post made a motion to adopt the minutes for May 25, 2021 as drafted. Director Aman seconded the motion, and upon vote by the Directors the motion passed (Yes-6, No-0).

5. **STAFF & COMMITTEE REPORTS**
   a) **Executive Director –** Director Anne provided an update on the following:

      - Clubhouse has been operating at 50%. Effective tomorrow, Clackamas County is opening up therefore we will be working to get all departments opened up, with some remaining by appointment only. Within the next 30 days, we will re-evaluate our attendance and review to determine hours.
      - Departmental updates provided.

   b) **Architectural Committee** – Director Herman provided an update of the last meeting. Draft meeting minutes were included. Director Herman noted the fence that has been erected and causing some questions of its validity.
   c) **Common Property Committee –** Director Post provided a brief overview of the last meeting. Draft meeting minutes were included. Director Post noted the committee changed the meeting time to the 3rd Wednesday at 6:30 pm. Had 1 meeting 2 weeks ago, which was consumed mainly by our first hearing. The committee is still working on resolution and additional information to be provided in August. Committee thanked Cherina and Jennifer for putting together the workflow for the meeting.

d) **Finance Committee –** Director Kyle provided a brief update of the last Finance meeting. This included reporting favorable variances for both budget to revenue for the month of May and year to date. We also have a favorable variance for both income and expenses year to date. Specific will be provided upon request.

- Director Kyle noted that the HOA had a concentration of financial risk. The HOA had bank accounts in excess of what the FDIC will insure. A proposal was provided by CIT, which was accepted to remedy and limit the risk exposure.
  Director Kyle made a motion that the Board approve the CIT proposal to invest $700k into 2 CDARS equally between the 52-week and 104-week options as recommended. President Kurtus seconded the motion, and upon vote by the Directors the motion passed (Yes-6, No-0).
- Director Kyle noted the committee recommended using the 2020 budget surplus for 3 items:
  1. To repair the damages from the February storm.
  2. Small projects in the Playschool.
  3. Put the remaining surplus into operational reserves, later this year it would be determined if there are other needs requiring usage. If not, the funds would be moved accordingly.

  Director Kyle made a second motion that the Board approve $77,000 to be allocated to the Landscape Stewardship Department for the storm cleanup and $76,055 be allocated to the PlaySchool for the renovation of the playground with all remaining funds being temporarily allocated into the operating account for financial flexibility. President Kurtus seconded the motion, and upon vote by the Directors the motion passed (Yes-6, No-0).

e) **Home Maintenance –** Director Krem provided a brief update of the last HMC meeting.
Director Krem made a motion that the Board ratify the NOV issued by the HMC this month. Director Aman seconded the motion, and upon vote by the Directors the motion passed (Yes-6, No-0).

f) **Clubhouse Committee –** Director Aman provided a brief update of the last meeting, including a discussion about abusive behavior outside the clubhouse with the landscape committee in particular. Would like to discuss whether or not this is added to the Clubhouse Committee. The committee is working to adopt a plan how to handle escalation. President Kurtus explained some of the notes made at the meeting regarding the abusive behavior. Draft meeting minutes were included.

- Director Aman made a motion that the Board add this additional responsibility to clubhouse committee effective the end of the year. Director Herman seconded the motion, and upon vote by the Directors the motion passed (Yes-5, No-1). Director Krem opposed the motion as presented.

6. RESOLUTIONS – None

7. OLD BUSINESS –

a) **HOA Legal Advice Litigation – review.**

- Director Kyle made a motion that the Board approve the Procedures for Seeking Legal Advice for Litigation as recommended. Director Krem seconded the motion, and upon vote by the Directors the motion passed (Yes-6, No-0).

8. NEW BUSINESS –

a) **Debate in Consideration of a Motion – review.**

9. EXECUTIVE SESSION - At 8:24pm the Board went into Executive session.

10. UPCOMING BOARD MEETINGS – The following Meeting Schedule was not discussed.

- July 12th, Working Session 7pm
- July 27th, Board Meeting 7pm

ADJOURNMENT – At 8:54pm., the meeting was adjourned.

C. V. Kyle
C. V. Kyle (Aug 10, 2021 10:21 PDT)

Secretary Treasurer

MOUNTAINPARK
Nature's Neighborhood

MEETING MINUTES
BOARD OF DIRECTORS WORK SESSION
June 14, 2021, 7:00PM

Pursuant to notice duly given, a work session of the Board of Directors of the Mountain Park Home Owners Association was held via Zoom virtual meeting on Monday, June 14, 2021.

BOARD MEMBERS PRESENT:

President	Eleanor Kurtus
Treasurer	Chip Kyle
Director	Janice Krem
Director	Theron Post
Director	Ann Aman
Director	Brian Altman
Director	Vatea Herman

BOARD MEMBERS ABSENT:

None

MT. PARK HOA STAFF PRESENT:

Executive Director	Jennifer Anne
Executive Assistant	Cristine Wienecke

MT. PARK HOMEOWNERS PRESENT:

Glen & Gwen Miller
Gail Peterson
Brian Gaffney

CALL TO ORDER - The meeting was called to order by President Kurtus at 7:02PM.

1. **READING AND APPROVAL OF MINUTES**
   - **May 10th, 2021** –President Kurtus made a motion to adopt the minutes for May 10, 2021 as amended. Director Kyle seconded the motion, and upon vote by the Directors the motion passed (Yes-7, No-0).

2. **OLD BUSINESS –**
   - **Website Subcommittee Update -** President Kurtus provided an overview of the website committee that has been created. There are both community members and staff involved. The Board would like to be able to look at the site during the Beta stages.
   - **Update on Post COVID meetings –** Director Herman provided a brief overview of the findings from the discussions so far on future meeting location preference (in-person vs. Zoom) from the committees and Board. There is consideration towards offering hybrid options to extend the opportunity for attendance to everyone. The task force will meet again to finalize their proposal, including an estimate of expense to make sure the technology is sufficient.
   - **Request for Legal Advice – Landscaping Policies Update –** Director Herman provided a brief overview of the updated request for legal advice as provided in the materials. Director Krem expressed concerns regarding the way the request for legal advice has been written. President Kurtus made a motion to accept the request for legal advice as updated. Director Aman seconded the motion, and upon vote by the Directors the motion failed (Yes-3) The rest of the vote was not called. The Board had a lengthy discussion on the purpose of the request and how it should be communicated appropriately to our lawyer. Director Herman to work with Director Kyle and Director Krem on re-wording the request.

3. **RESOLUTIONS – None**

4. **NEW BUSINESS –**
   - **Outreach from City regarding Electric vehicles –** President Kurtus provided a brief overview of the letter from the city regarding charging stations in Mt. Park. President Kurtus will reach out to the city to schedule a time for them to present what they are proposing and what if any costs may be associated.

5. **EXECUTIVE SESSION –** At 8:06pm the Board went into Executive session.

6. **UPCOMING BOARD MEETINGS –** The following Meeting Schedule was discussed:
    - June 29th, 7pm
    - July 12th, Working Session (TBD) 7pm

ADJOURNMENT – At 8:15pm., the meeting was adjourned.

C. V. Kyle
C. V. Kyle (Jul 14, 2021 16:00 PDT)

Secretary Treasurer

MEETING MINUTES
BOARD OF DIRECTORS MEETING
MAY 25, 2021, 7:00PM

Pursuant to notice duly given, a meeting of the Board of Directors of the Mountain Park Home Owners Association was held via Zoom virtual meeting on Tuesday, May 25, 2021.

BOARD MEMBERS PRESENT:

President	Eleanor Kurtus
Treasurer	Chip Kyle
Director	Ann Aman
Director	Brian Altman
Director	Vatea Herman
Director	Janice Krem
Director	Theron Post

BOARD MEMBERS ABSENT:

None

MT. PARK HOA STAFF PRESENT:

Executive Director	Jennifer Anne
Executive Assistant	Cristine Wienecke

MT. PARK HOMEOWNERS PRESENT:

Glen & Gwen Miller

CALL TO ORDER - The meeting was called to order by President Kurtus at 7:02PM.

1. **Appeals - Letters to the Board from Homeowners** – None

2. **READING AND APPROVAL OF MINUTES**
   - **April 27, 2021 –** President Kurtus made a motion to adopt the minutes for April 27, 2021 as drafted. Director Kyle seconded the motion, and upon vote by the Directors the motion passed (Yes-6, No-0). Director Post was absent for the vote. Director Krem abstained.

3. **REPORTS –**
   a. **Executive Director Anne provided an update on the following:**
      - Clubhouse update; new extended hours starting June 7th
      - Game room being converted into Family/kid friendly space
      - Departmental updates provided.
      - Monument Task Force update
   - **Tunnel Project Discussion** – Executive Director Anne provided a brief overview of the proposal for the tunnel painting project with the community. The Board had a thorough discussion regarding the proposal and the option of taking a phased approach and start with one tunnel. President Kurtus made a motion to move forward with one pilot tunnel with a natural landscaping design. Director Altman seconded the motion, and upon vote by the Board, the motion passed (Yes-6, No-0). Director Post was absent for the vote.

   - **Architectural Committee** – Director Altman provided an update of the last meeting. Draft meeting minutes were included. Director Altman made a motion that the Board ratify the $800 fine issued by the ARC committee this month. If an ARC application is submitted by June 30th, and the house is repainted by October 1st, following the required Architectural process, all fines related to this violation will be sent to the ARC committee for mitigation. Director Herman seconded the motion, and upon vote by the Directors the motion passed (Yes-6, No-0). Director Post was absent for the vote.

Common Property Committee – Director Post provided a brief overview of the last meeting. Draft meeting minutes were included. Director Krem made a motion that the Board reconsider the board's decision made on May 10, 2021 at the Board of Directors work session ratifying the violation and assessment of a fine issued by the CPC, and direct that the matter be returned to the CPC for its consideration of the violation and fine in accordance with applicable procedures. Director Aman seconded the motion and, upon vote by the Directors, the motion passed (Yes-7, No-0).

b. Executive Director Anne to have staff prepare documentation and provide an overview of the NOV process to the Board and committees. The Board had an additional discussion on the encroachment process and how the hearing process and timing will work.

c. **Finance Committee –** Director Kyle provided a brief update of the last Finance meeting. This included reporting favorable variances for both income and expenses year to date. The committee will be discussing the operating surplus from 2020, as well as investment options for the Reserve bank accounts in the coming month.
   - Director Kyle made a motion that based on the Finance committee's recommendation, that the Board file a form 1120 for the tax year 2020. Director Altman seconded the motion, and upon vote by the Directors the motion passed (Yes-7, No-0).

d. **Home Maintenance –** Director Krem provided a brief update of the last HMC meeting.
   - Director Krem made a motion that the Board ratify the NOV issued by the HMC this month. Director Altman seconded the motion, and upon vote by the Directors the motion passed (Yes-7, No-0).
   - Director Krem made a motion that Kate McMullen be appointed as the new Chair of the HMC and Richard Moore be made Vice Chair. Director Altman seconded the motion, and upon vote by the Directors the motion passed (Yes-7, No-0).

e. **Clubhouse Committee –** President Kurtus provided a brief update of the last meeting, including a discussion on mask requirements in the clubhouse. Draft meeting minutes were included.
   - President Kurtus made a motion that the Board approve the mask guidelines as recommended by the Clubhouse committee for the clubhouse effective June 7th, 2021. Director Herman seconded the motion, and upon vote by the Directors the motion passed (Yes-7, No-0).

4. **RESOLUTIONS – None**

5. **OLD BUSINESS –**
   - **Strategic Plan Update –** President Kurtus provided a brief overview of the document included in the materials regarding Board assignments for the strategic plan.

6. **NEW BUSINESS –**
   - **Summer Board meeting dates –** The Board had a brief discussion regarding the Board meeting schedule for the summer months. The June meetings will be held on the 14th and the 29th.

7. **EXECUTIVE SESSION -** At 8:46pm the Board went into Executive session.

8. **UPCOMING BOARD MEETINGS –** The following Meeting Schedule was discussed:
   - June 14th, Working Session (TBD) 7pm
   - June 29th, Board Meeting 7pm

ADJOURNMENT – At 9:13pm., the meeting was adjourned.

C. V. Kyle
C. V. Kyle (Jun 29, 2021 17:51 PDT)

Secretary Treasurer

MOUNTAINPARK
Nature's Neighborhood

MEETING MINUTES
BOARD OF DIRECTORS WORK SESSION
MAY 10th, 2021, 7:00PM

Pursuant to notice duly given, a work session of the Board of Directors of the Mountain Park Home Owners Association was held via Zoom virtual meeting on Monday, May 10th, 2021.

BOARD MEMBERS PRESENT:

President	Eleanor Kurtus
Treasurer	Chip Kyle
Director	Janice Krem
Director	Theron Post
Director	Ann Aman
Director	Brian Altman
Director	Vatea Herman

BOARD MEMBERS ABSENT:

None

MT. PARK HOA STAFF PRESENT:

Executive Director	Jennifer Anne
Executive Assistant	Cristine Wienecke

MT. PARK HOMEOWNERS PRESENT:

Glen & Gwen Miller

CALL TO ORDER - The meeting was called to order by President Kurtus at 7:02PM.

1. **Letters to the Board from Homeowners** – None

2. **READING AND APPROVAL OF MINUTES**
   - **April 12th, 2021 –**Director Altman made a motion to accept the minutes for April 12th, 2021 as drafted. Director Kyle seconded the motion, and upon vote by the Directors the motion passed (Yes-6, No-0). Director Post was absent for the vote.

3. **OLD BUSINESS –**
   - **Community Survey Task Force -** President Kurtus provided a brief overview of the documents included in the materials. The Board had a lengthy conversation regarding the recommendations made by the task force, and the main topics to be concentrated on. Director Kyle made a motion that the 6 topic points recommended by the task force be the ones the Board will focus on. Director Altman seconded the motion, and upon vote by the Directors the motion passed (Yes-6, No-0). Director Post was absent for the vote.
   - **Committee Assignments –**
     - **ARC Committee –** Director Altman will continue as Board liaison.
     - **HMC Committee –** Director Krem will continue as Board liaison.
     - **CPC Committee –** Director Post will continue as Board liaison. Director Altman to join committee as a member.
     - **Finance Committee –** Director Kyle will continue as Board liaison. Director Herman and President Kurtus will resume as committee members.
     - **Clubhouse Committee-** Director Aman will continue as Board liaison. President Kurtus will resume as a committee member.
   - **Strategic Plan Board Assignments –**
     - A-1 Completed.
     - A-2 Director Krem/Director Altman
     - A-3 Director Post/Director Kyle/Director Herman
     - A-4 President Kurtus/Director Aman

- A-5 Director Aman
- A-6 Director Krem/Director Aman
- B-1 Director Post/Director Kyle/President Kurtus
- B-2 President Kurtus/Director Herman
- B-3 President Kurtus/Director Herman/Director Aman
- C-1 Director Post
- C-4 Director Post/Director Krem/Director Altman
- D-1 President Kurtus
- D-2 Director Post/Director Kyle/President Kurtus
- D-3 President Kurtus/Director Herman

- **CPC NOV Ratification List -** Director Post made a motion that the Notice of Violations that had decisions made in April be ratified by the Board. Director Price seconded the motion, and upon vote by the Directors the motion passed (Yes-5, No-1). Director Krems vote is contingent that due process was followed. Director Herman abstained. Director Kyle voted no. After further discussion Director Aman made a motion to retract the vote on the motion. President Kurtus seconded the motion, and upon vote by the Directors the motion failed (Yes-3, No-4). Directors Altman, Kyle, Post and Krem voted no.
- **HMC NOV Ratification List –**
  - Director Kyle made a motion that the Notice of Violations that had decisions made in April be ratified by the Board. Director Krem seconded the motion, and upon vote by the Directors the motion passed (Yes-7, No-0).
  - Director Kyle made a motion that homeowners with continuing violations will not be sent to collections solely for fines, but will continued to be fined as appropriate. Director Aman seconded the motion, and upon vote by the Directors the motion passed (Yes-7, No-0).

4. **RESOLUTIONS – None**

5. **NEW BUSINESS –**
   - **Committee and Board Meeting Structure –** President Kurtus led a brief discussion regarding the development of a task force to help determine the structure for committee and Board meetings moving forward. The task force will arrange a time to meet and report back at the next work session.

6. **EXECUTIVE SESSION –** None

7. **UPCOMING BOARD MEETINGS –** The following Meeting Schedule was discussed:
   - May 25th, 7pm
   - June 7th, Working Session (TBD) 7pm

ADJOURNMENT – At 8:52pm., the meeting was adjourned.

C. V. Kyle
C. V. Kyle (Jun 29, 2021 17:50 PDT)

Secretary Treasurer