

THE FOUNTAINS HOA MONTHLY BOARD MEETING

December 11, 2017

AGENDA: Called to order at 2:55pm

BOARD MEMBERS PRESENT:

Neal Sanders, Chairman; Nancy Schade, Secretary; Maryann Smith, Landscape Director; Jean Madrid, Maintenance Director; Irene Jordan, Treasurer; Ann Arnold, Assistant Treasurer; Barbara Stayton, Communications Director; Bonnie Sanders, Area Block Captain Coordinator; Joan Mathews, Hospitality Director

GUESTS:

Patty McIntosh, unit 46, came to ask, once again, when her patio screen door was to be repaired or replaced. She was once again informed that screen doors will be handled the end of March. She also felt that Radon testing was necessary for all ground floor units since Radon testing was done on one unit and there was evidence of a slight elevation above an acceptable level.

The resident reiterated her request to have the newly planted tree by the bench removed. She had indicated that she thought it reduced the property value of her condo and obstructed her view of the fountain. She further stated that if the Board would not grant approval for removal of the tree she would do so herself. In response to her first request, she was advised by email of the penalties for doing so and informed that it was planted there as a replacement tree as required by the City of Tigard.

Paul Brock, unit 2, attended since he volunteered to fill the position of Maintenance Director.

Lorry Christian, unit 67.

SECRETARY:

Motion made, seconded and approved to accept Minutes of last meeting.

TREASURER'S REPORT:

Funds on hand 11/31/17

Total Reserve Funds on Hand, \$669,048

Total Operations on Hand. \$68,898

Total Funds on Hand. \$737,946

Checks numbered 2778 thru 2789 for a total of \$22,276.42 were issued in the month of November. Total reserve spending in November was totaled \$300.00 for the City of Tigard permit for new sidewalk along Summerfield Drive. Total reserve spending YTD \$43,777. Motion made, seconded and approved to accept Treasurer's report.

ASSISTANT TREASURER'S REPORT:

November payments/receipts:

110 units paid

Comment [1]:

1 unit late fee paid
1 unit transfer fee paid

COMMUNICATIONS:

Unit 8 is unoccupied per Barbara's letter to insurance company. Renter has moved from Unit 37 and the unit is unoccupied. Unit 45 is for sale. Unit 79 is still vacant but owner is paying. Unit 94 has sale pending.

LANDSCAPE:

Treecology has trimmed plum trees and cut others away from buildings and roof line. Willamette Landscaping was here planting along Naeve street at the southeast corner of the property. They also transplanted a hydrangea. Japanese maple by the bench near the upper fountain was vandalized. Owner of unit 46 was observed (and admitted) to chopping several limbs from it, as well as removing the supporting stakes. The owner was sent email regarding the repercussions of this. Willamette Landscaping was consulted regarding the viability of the tree as a result of the damage. Hopefully the tree will survive. Gulley has been cleaned. Three Tupelo trees were added to the grassy knoll.

MAINTENANCE:

Jean reviewed the maintenance list with Jon Erickson. Willamette Landscaping will redistribute soil adjacent to the new sidewalk on Summerfield Drive. City of Tigard will craft a water shut-off valve key for us to use if need be.

Motion was made, seconded and approved to appoint Paul Brock as new Maintenance Director. Jean agreed to be his assistant and was named Assistance Maintenance Director. Thanks and appreciation were extended to Jean on her excellent past achievements in this capacity.

WELCOME VISITS:

No new owners moved into The Fountains in November.

UNFINISHED BUSINESS:

Nancy contacted Dalton's to advise them of our choice of lasagna buffet to be served at the annual meeting February 21.

NEW BUSINESS:

It has been reported that a hoarder may be occupying one of the condos. Inquiry was made as to how this can be 1handled.

NEXT MEETING:

January 8, 2018

MEETING ADJOURNED: 4:00pm. Motion made, seconded and approved to adjourn.

Respectfully submitted,
Nancy Schade

THE FOUNTAINS HOA MONTHLY BOARD MEETING

November 13, 2017

AGENDA:

Called to order at 3:00pm

BOARD MEMBERS PRESENT:

Neal Sanders, Chairman; Nancy Schade, Secretary; Maryann Smith, Landscape Director; Irene Jordan, Treasurer; Ann Arnold, Assistant Treasurer; Barbara Stayton, Communications Director; Bonnie Sanders, Area Block Captain Coordinator; Joan Mathews, New Owners's Welcome Committee

ABSENT:

Jean Madrid, Maintenance Director

GUESTS:

Patty McIntosh, unit 46, came to express concerns about awning tubing on patio and planting removal near fire hydrants.

Paul Brock, unit 2, attended with regard to radon testing. Radon equipment will be funded by HOA.

SECRETARY:

Barbara moved Minutes of last meeting be approved. Irene seconded.

TREASURER'S REPORT:

Funds on hand 10/31/17

Total Reserve Funds on Hand, \$661,958

Total Operations on Hand, 67,916

Total Funds on Hand, 729,874

Checks numbered 2766 thru 2777 for a total of \$23,755.55 issued in the month of October.

Total reserve spending in October was \$290.00 (Jon Erickson). Total reserve spending YTD \$43,477.

Barbara moved that Treasurer's report be accepted. Neal seconded.

ASSISTANT TREASURER'S REPORT:

October payments/receipts:

110 units paid

1 unit late fee paid

2 units transfer fees paid

COMMUNICATIONS:

Unit 94 is for sale again. Some changes to the website will be made in the near future.

LANDSCAPING:

Water meters and hydrant locations need to be identified and noted on a map. Fountains have been emptied and refilled. Flow needs to be adjusted. Irrigation has been shut off for the winter. Water saving efforts that were implemented in the spring were successful and will be continued in the future. Treecology is scheduled to begin tree trimming on a portion of the property 11/14.

WELCOME VISITS:

All new owners were welcomed and packets provided to them.

UNFINISHED BUSINESS:

Clubhouse has been reserved for the annual meeting February 21. Dalton's was contacted and agreed to provide catering. Menu choices will be sent soon.

NEW BUSINESS:

Irene suggest Donovan Madden, Chairman for Disaster Preparedness for Summerfield, be invited to speak at the annual meeting in February.

Barbara informed us voting would take place in all of Summerfield soon with regard to changing the verbiage in the governing documents of the CC&A's referencing occupancy and signage.

Irene pointed out that prior notification will be needed to inform all Fountains residents of annual meeting. It was agreed that early January would be an appropriate time for that.

NEXT MEETING:

December 11, 2017

MEETING ADJOURNED: 4:20pm. Maryann moved to adjourn and Joan seconded the motion.

Respectfully submitted,

Nancy Schade

THE FOUNTAINS HOA MONTHLY BOARD MEETING

October 9, 2017

AGENDA:

Called to order at 3:00pm

BOARD MEMBERS PRESENT:

Neal Sanders, Chairman; Nancy Schade, Secretary; Maryann Smith, Landscape Director; Jean Madrid, Maintenance Director; Irene Jordan, Treasurer; Ann Arnold, Assistant Treasurer; Barbara Stayton, Communications Director; Bonnie Sanders, Area Block Captain Coordinator; Joan Mathews, New Owners's Welcome Committee

GUEST:

Patty McIntosh came to ask about sliding screen repair and stump removal.

SECRETARY:

Minutes of last meeting approved.

TREASURER'S REPORT:

Funds on hand 9/30/17

Total Reserve Funds on Hand, \$654,867.

Total Operations on Hand. 64,100.

Total Funds on Hand. 718,967.

Checks numbered 2750 thru 2765 for a total of \$31,285.81 issued in the month of September.

Total reserve spending in August \$6,247 (Willamette Landscape). Total reserve spending YTD \$43,187.

Reserve Review Study was discussed.

ASSISTANT TREASURER'S REPORT:

August payments/receipts:

110 units paid

1 unit late fee paid

COMMUNICATIONS:

Unit 2 is pending. 52 has a potential buyer. 79 is still in foreclosure. 94 is for sale again.

LANDSCAPING:

\$1300. remains of funds allocated for removal of tree limbs that are too close to buildings.

Additional monies, if needed, are available in the Operations Contingency Funds. Treecology is scheduled to begin 11/14.

MAINTENANCE:

Upper decks have been observed and Cascade will provide a repair estimate. Posts behind the brick that need replacing will be included in the estimate.

Sidewalk project along Summerfield Dr. was discussed.

Fisher provided an estimate for gutter cleaning.

BLOCK CAPTAIN AREA COORDINATOR REPORT:

Disaster Preparedness Fair for all of Summerfield residents will be held Sunday 2pm, October 15 at the clubhouse. Notices will be posted in all building entries.

WELCOME VISITS:

All new owners were welcomed and packets provided to them.

UNFINISHED BUSINESS:

It was agreed that our Annual Meeting will be scheduled for February 21, 2018. Arrangements will be made.

NEW BUSINESS:

Barbara will prepare and send email indicating a need to fill the position of Maintenance Director. Anyone interested in filling that position will be encouraged to respond to the Board.

EXECUTIVE SESSION:

The Board adjourned to Executive Session to discuss a confidential matter. The Board returned to

to the agenda.

NEXT MEETING: November 13, 2017

MEETING ADJOURNED: 4:20pm. Irene motioned to adjourn and Maryann seconded the motion.

Respectfully submitted,

Nancy Schade

THE FOUNTAINS HOA MONTHLY BOARD MEETING

September 11, 2017

AGENDA:

Called to order at 3:00pm

BOARD MEMBERS PRESENT:

Neal Sanders, Chairman; Nancy Schade, Secretary; Maryann Smith, Landscape Director; Jean Madrid, Maintenance Director; Irene Jordan, Treasurer; Bonnie Sanders, Area Block Captain Coordinator; Joan Mathews, New Owners's Welcome Committee
Barbara Stayton, Communications Director and Ann Arnold, Assistant Treasurer were not present, however, Ann's report was provided.

GUEST:

Patty McIntosh came to learn if her request for window coverings which deviate from the standard had been accepted.

SECRETARY:

Minutes of last meeting approved.

TREASURER'S REPORT:

Funds on hand 8/31/17

Total Reserve Funds on Hand, \$671,222.

Total Operations on Hand. 46,187.

Total Funds on Hand. 717,409.

Checks numbered 2736 thru 2749 for a total of \$38,515.47 issued in the month of August. Total reserve spending in August \$14,418. Total reserve spending YTD \$36,940.

Reserve Study: In 2013, Western Architect (WA) prepared the reserve study review and update. WA closed their business after that. Since then, the reserve study annual review has been completed by Schwindt & Company. Schwindt & Company is a member of the Association of Professional Reserve Analysts and is fully certified to perform on-site inspections.

ASSISTANT TREASURER'S REPORT:

August payments/receipts:

110 units paid

1 unit late fee paid

2 unit transfer fees paid

LANDSCAPING:

Treecology mapping is complete. Trees and shrubs which are close to buildings will be pruned in October. It seems rhododendrons have not yet been pruned. Dianthus around the upper fountain are dying and there was discussion about replacing them with whirling butterfly plants. An estimate for sprinkler repair and replacement was received for \$1560.

Two or three Tupelo trees will be planted on the grassy knoll. Rocks and/or plants were proposed for adding to the property on the northwest corner of the property next to the parking area.

There was more discussion regarding clean-up of the gully.

MAINTENANCE REPORT:

Painting and repair of garages is complete. Jon Erickson will look at upper decks to determine which need minor attention immediately.

Waiting for estimate from Cascade Construction for major sidewalk alteration on Summerfield Drive.

Bees in Unit #11 have been eliminated. Ceiling repair will occur as a result.

Lighting has been installed on top of the garage near the lower fountain.

There is a need for water shut-off valves to be located and investigation into whether they need replacement by City of Tigard.

BLOCK CAPTAIN AREA COORDINATOR REPORT:

It is of utmost importance that block captains obtain emergency contact information and location of a spare key for residents. Situations have occurred which have made it evident this is imperative.

WELCOME VISITS:

All new owners were welcomed and packets provided to them.

UNFINISHED BUSINESS:

A Town Hall Forum will be held again next year. Questions will be limited to those of a general nature rather than a personal one.

NEW BUSINESS:

There was brief discussion relating to Patty McIntosh's request for deviation from standard window covering. Irene proposed and moved 'the tan hangings be approved. Nancy seconded the motion. Everyone agreed; the motion passed.
NEXT MEETING: October 9, 2017
MEETING ADJOURNED: 4:30pm. Irene motioned to adjourn and Jean seconded the motion.
Respectfully submitted,
Nancy Schade

THE FOUNTAINS HOA MONTHLY BOARD MEETING

August 14, 2017

AGENDA:

Called to order at 3:00pm

BOARD MEMBERS PRESENT:

Neal Sanders, Chairman; Nancy Schade, Secretary; Ann Arnold, Asst. Treasurer; Maryann Smith, Landscape Director; Barbara Stayton, Communications Director; Bonnie Sanders, Area Block Captain Coordinator; Joan Mathews, New Owners's Welcome Committee

SECRETARY:

Minutes of last meeting approved.

TREASURER'S REPORT:

Funds on hand 7/31/2017

Total Reserve Funds on Hand, \$673,130.

Total Operations on Hand. 56,020.

Total Funds on Hand. 729,150.

Checks numbered 2719 thru 2735 for a total of \$33,298.19 issued in the month of July.

ASSISTANT TREASURER'S REPORT:

July payments/receipts:

110 units paid

1 unit late fees paid

3 units transfer fees paid

COMMUNICATIONS REPORT:

Gretchen Gander will be moving into #19 soon.

LANDSCAPING REPORT:

Willamette Landscaping 3-year contract is due for renewal. Barbara moved to renew contract. Maryann seconded the motion. There was discussion with regard to clearing the west perimeter of the property. Ivy will be sheared and tree limbs trimmed at a cost of \$1000. Barbara moved we have this done. Nancy seconded. All agreed.

Willamette Landscaping schedule was provided to board members.

Some areas will be designated for new barkdust and an estimate will be requested from Rexus.

Rhododendrons will be pruned next month. Ivy pruning on the bank will be addressed.

Mapping of the trees up against the buildings is almost complete. Treecology will be given the map. The work is to be done early in September.

MAINTENANCE REPORT:

Painting and repair of garages and garbage enclosures is nearly completed.

Thirteen nameplates have been ordered for new owners.

Frahler Electric resolved the electric problem with the street lamp. After some discussion, Barbara moved two spotlights be installed at the top of the garages near the lower fountain. Maryann seconded. Cost will be \$550.

There is a carpenter ant nest near the garbage area adjacent to #49. It will be necessary to spray there as well as garages #46-60. Cost will be \$800.

Repeated calls have been made to Rose City Concrete regarding the sidewalk repair on Summerfield Drive. There has been no response. Request was made to return our check which happened. A bid will be sought from other sources.

BLOCK CAPTAIN AREA COORDINATOR REPORT:

Block 2 has a new block captain. Rita Fish has replaced Sharon Tracy.

WELCOME VISITS:

New owners were welcomed and packets provided to them.

UNFINISHED BUSINESS:

Town Hall Forum will be held August 16. Seating for 60 will be needed. Microphone, chair setup and overheads were discussed. An itemized breakdown of the monthly expenses each owner pays will be available for those attending. Refreshments will be provided by Jon Erickson.

NEXT MEETING: September 11, 2017

MEETING ADJOURNED: 4:35pm. Nancy motioned to adjourn and Bonnie seconded.

Respectfully submitted,

Nancy Schade

THE FOUNTAINS HOA MONTHLY BOARD MEETING

July 10, 2017

AGENDA:

Called to order 3:00pm

BOARD MEMBERS PRESENT:

Neal Sanders, Chairman; Nancy Schade, Secretary; Irene Jordan, Treasurer; Ann Arnold, Asst. Treasurer; Maryann Smith, Landscape Director; Barbara Stayton, Communications Director; Bonnie Sanders, Block Captain; Joan Mathews, New Owners's Welcome Committee

GUEST:

Joanne McRae, #27, came to discuss her concerns regarding use of outdoor faucets, her condo door, and sprinkler head adjustment outside her unit.

SECRETARY:

Minutes of last meeting approved.

TREASURER'S REPORT:

Funds on hand 6/30/2017

Total Reserve Funds on Hand. \$666,033.

Total Operations on Hand. 60,442

Total Funds on Hand. 726,475.

Checks numbered 2705 thru 2718 for a total of \$34,546.63 issued in the month of June.

ASSISTANT TREASURER'S REPORT:

July payments/receipts:

110 units paid

3 units late fees paid

4 units transfer fees paid

COMMUNICATIONS REPORT:

Units 10, 94 and 103 are sold. Units 19, 35, 45 and 46 are pending sales.

LANDSCAPE:

The work that Treecology cancelled in January was to be rescheduled for June. This has not yet occurred. Trees that rest against the roofline need to be identified and marked so that Treecology can trim/remove them.

A walkabout will occur to determine if some of the planting areas can be bark dusted.

There was discussion regarding timers on the sprinkling system.

BLOCK CAPTAIN COORDINATOR REPORT:

55 out of 110 units responded to tools/skills questionnaire.

WELCOME VISITS:

New owners were welcomed and packets provided to them.

UNFINISHED BUSINESS:

Town Hall Forum will be held August 16. Seating for 80 will be needed. A PowerPoint presentation will include a breakdown of the monthly expenses each owner pays.

Topics covered will be: finances, landscaping, maintenance, water usage, website and disaster preparedness.

New residents will be introduced and welcomed.

NEW BUSINESS:

A few copies of the current Minutes will be placed in box on the garage wall next to Box 31 each month.

NEXT MEETING: August 14, 2017
MEETING ADJOURNED: 4:35pm. Nancy motioned to adjourn and Bonnie seconded.
Respectfully submitted,
Nancy Schade

THE FOUNTAINS HOA BOARD MINUTES
June 12, 2017

Board members present: Barbara Stayton, Irene Jordan, Maryann Smith, Jean Madrid, Joan Mathews, and guest, Clare Engle (temporary acting secretary).

Board members absent: Neal Sanders, Bonnie Sanders, Nancy Schade and Ann Arnold.

The meeting was called to order by Barbara Stayton, Communications Director, at 3 p.m.

The Minutes of the May meeting were approved as read.

Assistant Treasurer's Report:

109 units paid
Late fee \$10
Transfer fee \$50

Treasurer's Report

Funds on hand 5/31/2017

- a. Total Reserves Funds on hand \$667,277
- b. Total Operations Funds on hand \$ 60,121
- c. Total funds on hand \$727,398

Checks numbered 2692 through 2704 for a total of \$30,676.14 were issued in May.

Communications Director's Report:

There are seven units for sale.

A copy of Fountains Forum was distributed to all residents.

Landscape Director's Report:

An irrigation system proposal was requested of our landscaper, Willamette. All tree stumps, with the exception of one, have been removed. Treecology will soon address this issue. Tree trimming will also begin during the month of June.

Maintenance Director's Report:

All garage enclosures will be fixed and painted. This painting has commenced, as has gutter cleaning. Deck repairs will be made once garage painting is completed. Screen repairs have been made.

The Board members present commended Jean Madrid, the Maintenance Director, for her steadfast and competent work ethic as they relate to maintaining and responding to the many requests from residents pertaining to Fountains' physical environment.

Block Captain's Report (in absentia):

Emergency Preparedness folders were distributed to all Fountains owners.

New Owners Welcome Committee

One unit closed during the month and the new residents were visited and welcomed.

Unfinished Business

A request has been made for a bid to have a unit's carpets cleaned, which will be done after construction on a unit is completed. This information will be a part of the packet given to new owners.

Discussed were Town Hall Meeting proposals, with tentative dates of August 16 or 17. The program will consist of short presentations by board members on the following topics: the Web site, introduction of newcomers, landscape, maintenance, finance, and Disaster Preparedness updates. The finance update will include what the \$285 monthly fee pays for, along with the topic of water usage.

New Business (none)

The July meeting is scheduled for the 10th. The meeting was adjourned at 4:22 p.m.

Respectfully submitted,
Clare Engle, Temporary Acting Secretary

THE FOUNTAINS HOA MONTHLY BOARD MEETING
May 8, 2017

Called to order 3:00pm

BOARD MEMBERS PRESENT:

Neal Sanders, Chairman; Nancy Schade, Secretary; Irene Jordan, Treasurer; Ann Arnold, Asst. Treasurer; Jean Madrid, Maintenance Director; Maryann Smith, Landscape Director; Barbara Stayton, Communications Director; Bonnie Sanders, Block Captain; Joan Mathews, New Owners's Welcome Committee

SECRETARY:

Approval of Minutes from previous meeting. Appreciation expressed for notes provided from the walk-around.

TREASURER'S REPORT:

Funds on hand 4/30/2017

Total Reserve Funds on Hand. \$645,541

Total Operations on Hand. 68,512

Total Funds on Hand. 714,053

Checks numbered 2676 thru 2691 for a total of \$25,902.54 in the month of April.

ASSISTANT TREASURER'S REPORT:

April payments/receipts:

Paid 108 units

2 unpaid (1 unit in foreclosure)

Transfer fee \$50

COMMUNICATIONS REPORT:

Units 10, 19, 22, 46, 94 and 103 are for sale. Some units have sales pending.

Linda Nicoll has moved into unit 22.

One owner has suggested that hose bibs be removed regularly at intervals so that patios may be cleaned with hoses. There was discussion and a decision rendered to decline request. Bylaws, Rules of Conduct, Section 5, allow the Board to establish and enforce parking rules. There was discussion relating to this.

LANDSCAPE REPORT:

Fountains were cleaned and automatic refill mechanisms repaired.

Willamette Landscaping was contacted regarding removal of dead plum tree in front of parking area by lower fountain. Treecology will remove the tree May 17. Three cones will be purchased so they can be placed to prevent parking in that area. Two days prior to removal, Block Captain Chairman will provide each owner with notification to vacate parking places near tree.

Ken Ross, City of Tigard, is requesting replacement of trees that were lost due to storm damage or decay.

Diane Rhodes and Pam Lewis have volunteered to be on Landscape committee

MAINTENANCE REPORT:

Complete and incomplete items were discussed. Pest control spraying outside the buildings is scheduled for the end of May. Garage painting will begin in about a week. Speed limit signs are needed.

Damon Schrost, Treecology employee, suggested sidewalk on Summerfield Drive be moved somewhat so that the trees in the parking strip can be saved. This will allow their bulbous root system to grow with less restriction. After a video presentation to clarify and some discussion, Irene moved this be accepted as a resolution. Maryann seconded the motion.

BLOCK CAPTAINS REPORT:

Green emergency preparedness folders were distributed to each owner. Calls were made to those owners who had not returned the questionnaire.

UNFINISHED BUSINESS:

Walk-around was successful.

There was discussion regarding the cleaning of the foyers in each building and concern that cleaning may need to be charted and monitored.

NEW BUSINESS:

Town Hall Forum items discussed. Some suggestions were speed control, parking issues, Bylaw Rules of Conduct, and vendor presentations.

NEXT MEETING: June 12, 2017

MEETING ADJOURNED: 4:40pm. Irene motioned to adjourn and Maryann seconded.

Respectfully submitted,

Nancy Schade

THE FOUNTAINS HOA MONTHLY BOARD MEETING

April 10, 2017

AGENDA:

Called to order 3:00pm

BOARD MEMBERS PRESENT:

Neal Sanders, Chairman; Nancy Schade, Secretary; Irene Jordan, Treasurer; Ann Arnold, Asst. Treasurer; Jean Madrid, Maintenance Director; Maryann Smith, Landscape Director; Barbara Stayton, Communications Director; Bonnie Sanders, Block Captain; Joan Mathews, New Owners's Welcome Committee

GUEST: Jesse Stegman, Willamette Landscaping Services and Dick Westby, owner #5

CONDO OWNERS WITH CONCERNS:

Ellen Marlow, owner of unit #49, was present and expressed concerns regarding water leaking into her closet from outside.

SECRETARY:

Approval of Minutes from previous meeting

TREASURER'S REPORT:

Funds on hand 3/31/2017

Total Reserve Funds on Hand. \$645,541

Total Operations on Hand. 62,512

Total Funds on Hand. 714,053

Checks numbered 2658 thru 2675 for a total of \$27,514.19 in the month of March.

ASSISTANT TREASURER'S REPORT:

March payments/receipts:

Paid 109 units,

Unpaid 1 unit in foreclosure

Late fee \$10

Transfer fee \$50

COMMUNICATIONS REPORT:

Pam Lewis has moved into #20

Joyce Hall, #46 and Sue Weedman, #94 will be moving

Sale is pending on #84

#22 is back on the market.

LANDSCAPE REPORT:

Jesse Stegman provided a brief report of his tour of the Fountains property which resulted in a recommendation that some of the existing controllers be replaced. This may result in a reduction in water consumption from 20-40%. He submitted a proposal costing \$6,247.00. After discussing, Irene moved that we accept the proposal and make these changes. Barbara seconded the motion.

Two fallen trees were removed as a result of the recent windstorm. When the arborist examined the trees on 114th Court near the apartments, he expressed concern that the roots had been cut recently to install a drainage system, putting them in further jeopardy of falling.

MAINTENANCE REPORT:

Complete and incomplete items were discussed. The walk-around which had been scheduled for April 15 was postponed to the following weekend because of Easter. Window washing will occur April 9 through 13.

Complete deck refurbishment will not occur this year. Decks will be painted and railings will be repaired.

BLOCK CAPTAINS REPORT:

Two of the blocks were divided to make them more manageable.

Maria Krisnamurti will replace Clare Engle, Block 4.

Block captains have been invited to attend Summerfield Volunteer Appreciation "Evening of Appreciation" Tuesday, April 18.

WELCOME COMMITTEE CHAIRMAN:

Pam Lewis, #20 was welcomed.

NEXT MEETING: May 8, 2017

MEETING ADJOURNED: 4:50pm

Respectfully submitted,
Nancy Schade

THE FOUNTAINS HOA MONTHLY BOARD MEETING

March 13, 2017

AGENDA:

Called to order 3:00pm

BOARD MEMBERS PRESENT:

Neal Sanders, Chairman; Nancy Schade, Secretary; Irene Jordan, Treasurer; Ann Arnold, Asst. Treasurer; Jean Madrid, Maintenance Director; Maryann Smith, Landscape Director; Barbara Stayton, Communications Director; Bonnie Sanders, Block Captain; Joan Mathews, New Owners's Welcome Committee

GUEST: Ken Miller

SECRETARY:

Approval of Minutes from previous meeting

TREASURER'S REPORT:

Funds on hand 2/28/2017

Total Reserve Funds on Hand. \$644,725

Total Operations on Hand. 62,338

Total Funds on Hand. 707,063

ASSISTANT TREASURER'S REPORT:

February dues payments/receipts:

Paid 108 units

Unpaid 1 unit

Unpaid 1 unit in foreclosure

COMMUNICATIONS REPORT:

Forum distributed to owners. Reminders will be sent to owners regarding screen repair for their input.

LANDSCAPE REPORT:

Lime was applied successfully. Water conservation project still being assessed. Landscape renovation/installation, resulting from storm damage, outside #23 approved.

MAINTENANCE REPORT:

Complete and incomplete items were discussed. A walk-around will be conducted April 15.

BLOCK CAPTAINS REPORT:

Two block captains will be added as a resulting of dividing two existing responsibilities.

WELCOME COMMITTEE CHAIRMAN:

Ken Miller, #64, was welcomed.

UNFINISHED BUSINESS:

Discussion was held on how to improve Annual Meeting for next year.

NEW BUSINESS:

Once the Insurance is renewed, we need a copy of the new insurance certificate for the website.

NEXT MEETING: April 10, 2017

MEETING ADJOURNED: 4:35pm

Respectfully submitted,

Nancy Schade

THE FOUNTAINS AT SUMMERFIELD BOARD MINUTES

February 13, 2017

In attendance were the following:

Neal Sanders, Chairman	Maryann Smith, Landscape Director
Clare Engle, Secretary	Jean Madrid, Maintenance Director
Irene Jordan, Treasurer	Bonnie Sanders, Neighborhood Watch
Ann Arnold, Assistant Treasurer	Joan Mathews, New Owner Welcome

Absent was Barbara Stayton, Communications Director

Guests were Donavon Madden, Disaster Preparedness Committee Representative, and Nancy Schade

The meeting was called to order by Chairman Sanders at 2:56 p.m.

The minutes of the January meeting were approved as read, as were the minutes of the special

January board meeting. The purpose of the special board meeting related to the snow storm, which precluded the Fountains annual meeting, which had been scheduled for January 11. The annual meeting was rescheduled for February 15.

Guest Donavon Madden provided the board with information about upcoming Disaster Preparedness training. Training dates will be forthcoming.

Assistant Treasurer's Report

January HOA dues payments/deposits were as follows:

Paid dues: 109 units

Unpaid dues: 1 unit (foreclosure)

Late fee: \$10

Transfer fees: \$150

Some residents had to be reminded about the previously announced monthly rate increase, now \$285.

Treasurer's Report

Funds on hand 1/31/2017

Total Reserves funds on hand \$637,649

Total Operations funds on hand \$ 63,737

Total funds on hand \$701,386

Checks numbered 2634 through 2645, for a total of \$20,762.97, were issued during January.

Treasurer's Report, continued

A committee, consisting of the chairman, treasurer, and the landscape and maintenance directors, met to review reserves regarding maintenance requirements. They will again meet in March to do a "walk about" to determine which of those maintenance requirements will take precedence then the maintenance will be scheduled.

Secretary's and Treasurer's Report

The rescheduled Fountains HOA annual meeting, dated February 15, 2017, statistics are as follows:

	Attendees	Actual unit count
Attendees (people/units)	77	66
Decline (units)		21
Proxies assigned		20
No proxy assigned		1
Total units	110	
Occupied units	109	
51%	56	

Communication's Directors Report (in abstention)

A request was made that the board vote to renew the contract for the website domain registration. Its cost has increased. A motion was made, seconded, and passed to renew the contract.

New Resident Welcome Chair's Report

Orientations were provided to new resident-owners in #68 and #70.

Landscape Director's Report

Because of severe weather this winter there have been emergency response requirements provided by the two regular landscape contractors, whom the Fountains paid as follows: Willamette: \$410 and Treecology: \$180. A motion was made, seconded and approved to accept bids for a lime application to the lawn, to be performed this spring at a cost of \$1615. The director is attempting to schedule a meeting relating to water conservation. More information relating to this subject should be available in March or April.

Maintenance Director's Report

Board members discussed where extra or replacement lighting should be placed near the Fountains' entrance. Once that is determined a bid will be requested. Initial work on deck repairs will commence this spring, with an anticipated start in April. A contract with a painter is also in the process of being negotiated. Attempts are being made to locate all of the water shut-off valves; those found are proving difficult to open because of their age. Pest spraying, window washing, screen repairs and siding repairs are being scheduled and residents will be notified of the dates as they are negotiated. Nine other incomplete maintenance requests are pending.

Neighborhood Watch Chair

The Neighborhood Watch Block Captains will be introduced at the annual meeting on February 15.

No new or unfinished business, other than related in the directors' reports, was discussed.

The meeting was adjourned at 4:30 p.m.

Respectfully submitted,

Clare Engle, Secretary

THE FOUNTAINS AT SUMMERFIELD SPECIAL BOARD MEETING MINUTES
January 16, 2017

In attendance were the following:

Neal Sanders, Chairman	Maryann Smith, Landscape Director
Clare Engle, Secretary	Jean Madrid Maintenance Director
Irene Jordan, Treasurer	Bonnie Sanders, Neighborhood Watch Chair
Ann Arnold, Assistant Treasurer	

Absent were Barbara Stayton and Joan Mathews

A special meeting of the Fountains Board of Directors was called to order by the chairman at 2:58 p.m. for the purpose of deciding on a new date for our annual meeting, which had been scheduled for January 15, but was postponed because of inclement weather.

After discussing various options, the board decided upon Wednesday, February 15, as the new date for the annual meeting. Various assignments relating to the necessity for this event change were accepted by those present at the meeting. Notices regarding the annual meeting date change will be distributed on Tuesday and Wednesday, January 10 and 11.

Other than the date change for the annual meeting, the agenda remains the same.

The meeting was adjourned at 3:31 p.m.

Respectfully submitted,

Clare Engle, Secretary

THE FOUNTAINS AT SUMMERFIELD BOARD MINUTES

January 9, 2017

In attendance were the following:

Neal Sanders, Chairman

Ann Arnold, Assistant Treasurer

Irene Jordan, Treasurer

Bonnie Sanders, Neighborhood Watch

Chair

Clare Engle, Secretary,

Maryann Smith, Landscape Director

Jean Madrid, Maintenance Director

Joan Mathews, New Resident Orientation

Absent: Barbara Stayton, Communications Director

Guest: Nancy Schade

The meeting was called to order at 3:01 p.m.

The Minutes of the December meeting were approved as read.

The meeting commenced with an extended discussion of the agenda for the Annual Fountains Meeting, scheduled for January 11, 2017. Board secretary Engle outlined the various responsibilities each board member will assume during the meeting and announced the final count predicated upon RSVPs returned by unit owners: There were 59 unit responses, 24 proxy votes, 2 decline votes, 96 individuals accounted for in that total, and 70 owners indicated they will attend the luncheon meeting. The 51% quorum required by Fountains By-Laws has been met.

Maintenance Director's Report

Because of extensive building damage caused by hose leakage, hoses will be removed and bibs will remain on faucets year 'round. Window screen repair is scheduled for March 31 and will be announced in advance again for the benefit of those unit owners who require this service.

Director Madrid suggested the board contract with Johnson Construction Company to commence deck repairs this spring. A motion was made, seconded and carried to accept the contract and to commence work on decks beginning with buildings 1 through 8.

During the month of December 2016, the majority of maintenance requests pertained to gutter overflow predicated upon heavy rain during the month. Other requests included remedies for raised sidewalks, which pose a tripping hazard.

Treasurer's Report

Funds on Hand 12/31/2016

- | | |
|-----------------------------------|-----------|
| a. Total Reserves Funds on Hand | \$630,018 |
| b. Total Operations Funds on Hand | \$ 48,282 |
| c. Total Funds on Hand | \$678,300 |

Assistant Treasurer's Report

December HOA dues payments/deposits

Paid dues: 109 units

Unpaid dues: 1 unit (foreclosure)

Late fee: \$10

New Resident Orientation Report

Several units have been sold and new owners are in the process of moving in after which they receive an orientation to the Fountains.

Landscape Director's Report

Because of the inclement weather conditions some of the landscaping scheduled for this

winter will be postponed until early spring.

The meeting was adjourned at 4:18 p.m.

Respectfully submitted,

Clare Engle, Secretary

THE FOUNTAINS AT SUMMERFIELD BOARD MINUTES
January 9, 2017

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Ann Arnold, Assistant Treasurer

Irene Jordan, Treasurer

Bonnie Sanders, Neighborhood Watch

Chair

Clare Engle, Secretary,

Maryann Smith, Landscape Director

Jean Madrid, Maintenance Director

Joan Mathews, New Resident Orientation

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