

RIVERWOOD HOA – Board of Directors Meetings

PO BOX 20453 PORTLAND, OR 97294

From rwh.boardofdirectors@gmail.com

November 10, 2022

ATTENDEES

Board:	Elise Morgan/Pres, Amy Fylan/VP. Carol Hardy, Larry Dashiell, Jim Eveland/Officers. Laurel McAfee/Secretary, Irene Hennessey/Treasurer,
Chairs:	Jann Gilbert, Kris Clarke, Angie Svoboda, Shirley Piel, Lisa Dashiell, Leo Zinn/Bookkeeper, Cindy Zinn, Patrick Steininger,
Residents:	Tori Lungren, Ila Benavidez-Heaster, Barbara Ascher, Nancy Stoll, Cy Sabang & Kaelah Ngiraked,
DRAFT	<i>If anyone needs to edit, add or delete content during the submitted Draft period please contact Laurel McAfee at rwh.boardofdirectors@gmail.com</i>

SECRETARY MINUTES –

Note: Please check your Spam folders for rwh.boardofdirectors@gmail.com emails. Add to your contact list to receive minutes and notifications. *Minutes approved as presented for October 2022.*

TREASURERS' REPORT –Irene Hennessey, Leo Zinn

After the October payment the Roof Loan stands at \$376,202. Reserves are \$155,007, we were unable to make any contributions in October due to payment of bills.

The water bill continued to be high - \$14,172. Year to date it is \$31,014.

Legal Fees are still coming in this month, were \$1,371, but should go down since some delinquency issues have hopefully been resolved. *Financial report approved as presented for October 2022.*

BUDGET – Chair Leo Zinn

There was no activity for Maintenance in October, but will probably pick up in November.

Legal Fees were over budget by \$1,121.

The Water bill was over budget by \$3,339.

There were no additions to the Reserve Account, but the new sales fee will start for house sales once homeowners receive a hard copy of the amendment this month

ARCHITECTURE – Chair Patrick Steininger (absent)

Driveway address signs were installed.

LANDSCAPE – Chair Kris Clarke

Wet leaves, that's it.

MAINTENANCE

Jim presented a proposal the Board on dividing the maintenance responsibilities. Jim is looking for comments from the Board on whether to continue with this idea.

Due to weather, scheduling is an issue for the paving of driveway 40.

Dwy 60 sign has been destroyed and Dwy 70 is damaged. Jim is looking into glu-lam products that a routing company could cut. Possibility to purchase new signs for all driveways in that they are all very old.

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POOL – Chairs Jim Eveland, Barbara Ascher, Cindy Zinn

Closed for the winter. Pool interior surface has been painted 'bikini blue'. While it was empty, a suspected major leak was found at the plastic pool steps. Main drain pipe has a partial clog.

INSURANCE – Chair Angelia Warren (absent)

PARKING – Elise Morgan

Continued issues for driveways 30 and 50 for owners using guest parking.

GARAGES & KEYS – Chair Angie Svoboda

M70 became vacant in October and it is now rented by the as of the 1st of November by the Ericksons. Question asked if a home was being rented or who is staying there. Homeowner occasionally stays there but it is a question as to its legality as a rental.

RECREATION – Chair Shirley Piel

Halloween party was fun with most dressing for the occasion. Thanksgiving Pie and Coffee Party scheduled for November 19th, 2:00pm.

WELCOME COMMITTEE – Chair Lisa Dashiell

No properties up for sale or sold.

Welcome Activities:

- Group work to change email administrators for Newsletter and Board
- Virtual meeting with William Neville for orientation to new website
- Updated draft of ABCs of Riverwood sent to Board and Committee chairs for review

NEWSLETTER – Chair Jann Gilbert

Deadline is the 20th of each month to send news to Jann at rwh.news@gmail.com. For the December newsletter, Angie Svoboda volunteered to pick-up the hard copies from the Troutdale printer on or around 12/23.

NEIGHBORHOOD NEWS

You can read about the Argay Terrace Neighborhood Association at <http://www.argayterrace.org/what-is-atna>

WEBSITE – Laurel McAfee

Update of the document 'ABC of Riverwood' was sent for edit and approval to Board and Committee Chairs. Approved document will be sent to the website.

Current Gmail accounts used by Riverwood committee chairs are noted on rosters but the website may be creating email addresses for all pertinent committees making the HOA the owner for future users.

Phase III – November is Beta testing is going on with a limited group.

Phase IV – December 1 is Training, Review Data for Bulk Imports

Phase V – December 15 is Training, Soft Release, Troubleshoot

January 2, 2023 is Launch.

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OLD BUSINESS:

1. Review where we are with the “Buyer Assessment Fee Process”
 - a. Once the attorney receives the signed/notarized Addendum by the President and Secretary, it will be recorded and the Riverwood membership will get a copy. The Addendum goes live at that time.
2. Pool Committee will have some updates and suggestions on pool usage.
 - a. How do we check who has access to pool?
3. Waiting for approval of edited ‘ABCs of Riverwood’ document.
4. Meetings starting at 6:30 (Reminder)

NEW BUSINESS:

1. Board Members overseeing committees:
 - a. President Elise Morgan – keys, garages, parking
 - b. Vice President Amy Fylan – landscape, parking
 - c. Member Carol Hardy – architecture, recreation
 - d. Member Jim Eveland – maintenance, pool, insurance
 - e. Member Larry Dashiell – publicity, welcome, budget
 - f. Officers recorded with the State: President, Vice President, Treasurer, Secretary
2. Water Check Program: Desire to continue checking with residents to prevent any water leaking, running toilets, etc. Simple topics as running toilets, tightening valves can be done by the HOA. Idea: Instant hot water heaters are great in saving a few gallons waiting for kitchen or shower hot water. Linn and Shirley will create an article about product options and savings.
3. Homeowner received an incorrect notification about delinquent payment on dues. This happened to be the first contact and was a hick-up in the new software program. Procedure is more likely to be a friendly phone call before letters are sent.

Meeting adjourned 7:16 pm