

RIVERWOOD HOA – Board of Directors Meetings

PO BOX 20453 PORTLAND, OR 97294

From rw.h.boardofdirectors@gmail.com

June 8, 2023

ATTENDEES

Board:	Elise Morgan/Pres, Amy Fylan/VP. Carol Hardy, Larry Dashiell, Jim Eveland/Officers. Laurel McAfee/Secretary, Irene Hennessey/Treasurer.
Chairs:	Kris Clarke, Leo Zinn, Shirley Piel, Lisa Dashiell, Patrick Steininger, Jann Gilbert,
Residents:	Lynn Young, Ila Benavidez-Heaster, Nancy Stoll, Marlo Williams-Accius, Bill & Gina Neville, Diane Fisker, Frank & Janice Abbate, Elizabeth Gerresu, Cy Sabang & Kaelah Ngiraked, Barbara Asher, Stressla Beavers,
DRAFT	<i>If anyone needs to edit, add or delete content during the submitted Draft period please contact Laurel McAfee at rw.h.boardofdirectors@gmail.com</i>

SECRETARY MINUTES –

Note: Minutes approved as presented for [May](#) 2023.

TREASURERS' REPORT – Irene Hennessey, Leo Zinn

- **Note:** Question about balance sheet from April
- Income exceeded Expenses by \$348.91 in May
- Year to date Expenses exceed Income by \$60,496.20
- We will move \$20,000 to Reserves in June. The balance will be \$113,191.35.
- There are five houses for sale currently – each sale will bring in \$2,000 to the Reserves

Note: Financial report approved as presented for [May](#) 2023.

BUDGET – Chair Leo Zinn

The year-to-date Budget line items are:

- Administration – over budget \$918
- Landscaping – under budget \$5,508
- Maintenance – over budget \$9,564 (due mainly to sewer repairs)
- Pool – under budget \$479
- Recreation – over budget \$96
- Utilities – over budget \$30,382, (water bill up due to leakage - \$8,598 credit coming)
- Web – under budget \$900
- Total Expenses – over budget \$34,673

ARCHITECTURE – Chair Patrick Steininger

- No requests submitted to architecture committee for May.

LANDSCAPE – Chair Kris Clarke

- Monday June 12, is next landscape meeting. I think we'll have a full house on Monday. Officially welcoming Laurel (DW-40) and Nancy (DW-70) to our committee. Thank you for giving us your time. We will be joined by Ryan, so I would like to address Crystal Greens problems or needs before we address Riverwood Landscape needs.
- I have not had confirmation yet, but was told that an irrigation tech would come Monday to address the broken lines in DW-30 & DW-70. With the heat today and tomorrow they wanted to get it up and running ASAP. We have trimmed the suggested repair list because of cost, but hope to cover what's needed to be addressed right now. At this moment, we do not have the set date for our repairs to start. He is trying to move us up to the top of the list.

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- I would like everyone to be thinking about what would help beautify your DW. Should we be concentrating on the driveway entrances, to create a Riverwood “look”? Creating a different list that was specifically was for each DW. It would helpful when and if we have any money left in our budget. Or when we start our landscape bottle drive.
 - There is a large tree that stands between Dwys 10-20. During winter months with ice-rains the limbs will hang very low. Landscape will take note of that tree to check that it is healthy and if criss-cross limbs need trimming.

MAINTENANCE - Board Oversight Jim Eveland

- Very low-level activity, still trying to keep expenses down.
- Water-line problem in Dwy 70: completed, seems to have worked out well.
- Dwy 60 Entrance Sign: In process; doing it ourselves to save money.
- Working on templates for the Riverwood and Private Drive text that we can use for all the following signs.

POOL – Cindy Zinn, Barbara Ascher, Carol Hardy, Jim Eveland

- Pool opened about 3 weeks earlier than ever before! (After which it chilled off for a week!)
- Main-drain pipe line blockage problem resolved.
- Pool paint job seems to have been a success; people like the color.
- Start-up activities, opening, closing, and chem-checks going well, mostly due to the diligence and hard work of our dedicated ladies Lisa Dashiell, Cindy Zinn, and Carolyn Hardy. Thinking of re-naming it after them... 🍷 🍷 🍷.

INSURANCE – Chair Jann Gilbert

- No Report

PARKING – Board Oversight Elise Morgan

- No Report

GARAGES, KEYS – Chair Angie Svoboda

- No Report

RECREATION – Chair Shirley Piel (Carol reporting)

- On Sunday 6/26 at 2:00pm of the Month is Game Playing in the Rec Room. An Ice Cream Social is being planned for June with Sundaes and topping. Expect an email invitation.
- On Sunday 7/30 at 2:00pm, another last Sunday of the Month, Pot Luck Salad Picnic with games and sharing.

WELCOME COMMITTEE – Chair Lisa Dashiell

For Sale

- 4120 NE 125th Pl – Remains listed For Sale since 02/16/23
- 12624 NE Prescott Dr – Sold
- 12622 NE Prescott Dr – Listed for sale 05/21/23; Sold

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- 05/23/2023 Moveout Checklist sent to realtor with request to forward to Executor
 - 12615 NE Shaver St – Plan is for sale in the near future. 05/31/2023 Moveout Checklist sent to daughter.

Welcome Activities

- USPS mailed to 7 residents who do not have email.
- USPS mailed to 14 residents in Dwys 30E, 40, 50, 60, 70 who have not responded to emails.
- Printed out mailings for 12 residents in Dwys 10, 20, & 30W who have not responded to emails.

Anticipated Activities

- Send USPS to Riverwood residents in Dwys 10, 20, 30W who have not responded to emails.
- Send out current rosters as attachment to June Newsletter

Note: All edits and update about contact information go to Lisa Dashiell at rwh.Welcome@gmail.com

NEWSLETTER – Chair Jann Gilbert

- No Report
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NEIGHBORHOOD NEWS –

- No Report

WEBSITE – Bill Neville reporting

- Website has been up and running – RiverwoodPDX.org.
- Bill will be sending out invites to create entry ID to the website.
- Public Face: all public records are there. This is front page for agents and potential buyers to find the information they want.
- Private Face: username and password will open the Members Only. Rosters are only available to Riverwood residents with a logon.
 - Forms will be available with appropriate email addresses sending to Maintenance, Landscape, etc.
- Bill will also soon be training those who will be posting Minutes (Laurel), Financial Reports (Leo), Newsletter (Jann), Flash Bulletins (?) and updating the Calendar (?).

Note: Committee reports for this June meeting have been approved.

OLD BUSINESS: for **June**

1. Decision made to buy another sun shade for the Rec Room's west side.
 - a. Result: Jim will measure, order and install sun shade.
2. Jim inquiring about how to handle a 'community' complaint – for example – party music, dog barking, dogs not on leash, etc.
 - a. Result: After trying to correct a situation personally but unsuccessfully, Residents should then send an email describing the issue and result of their efforts to the Board for their review.
 - b. Whether a form is needed or just an email is acceptable to be looked into.

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3. Question to Chrystal Greens about fixing sprinkler heads.
 - a. Yes, see summary above in Landscape.
 4. Garbage Contract: From a reliable source: If Riverwood isn't in a fixed rate contract with Heiberg, it is recommended to try to sign a new contract with guaranteed rates either with them or another hauler as soon as possible
Rapidly evolving and expedited decision-making by the Mayor's front page commitment is to not raise garbage rates. That control is only for single family residences, not multifamily (commercial) residences of which Riverwood is one. Then, Metro just announced yesterday a hefty increase on dump fees. It is anticipated that haulers absorbing those two things will likely do rate hikes in commercial to remain solvent.
 - a. Question, what can we do? When broken down into a cost/unit, fee is about \$35/month. We will let Jann do her work when she returns.

NEW BUSINESS:

5. BottleDrop Fund Raiser for Landscape:
 - a. Project tabled to further date.
 - i. Jann Gilbert presented a way to create some funds for Landscape to purchase flowers, shrubs, foliage. This is separate from the Budget Funding. The HOA will have Green-bags with our HOA tag available for residents to fill. Residents can drop off the bags at many local stores or contact BottleDrop Team member to pick-up and drop-off for them.
 - ii. More information and implementation to come in June. Those interested in contributing should start saving, now.
6. There is a large tree that stands between Dwys 10-20. During winter months with ice-rains the limbs will hang very low.
 - a. Result: Landscape will take note of that tree to check that it is healthy and if crossing limbs need trimming.
7. Need to check on EIN (tax id number) to be correct.
8. Letter from IRS responding to request for statement as a non-profit but without tax relief.

Meeting adjourned 7:36 pm