

MINUTES

2015 Annual Meeting

Date: October 19, 2015

Minutes of the Alderwood Commons Annual Homeowners Association Meeting, held on October 19, 2015 at the Beaverton Library at 6:30 pm.

Present: Veronica Winslet
 Katie Lloyd
 Sharla Bledsoe
 Chung Chueng
 John Turner, Property Manager

I. Call to Order:

The meeting was called to order by the Property Manager at 6:30 pm. Property Manager determined that a quorum was present.

Proof of notice of meeting was approved by all present
Approval of the preceding meeting minutes was tabled as the minutes were not available.

II. Nominations for Directors Positions:

The duties of a board member were discussed. Veronica Winslett, Katie Lloyd, and Sharla Bledsloe were nominated as candidates to the board of directors.

III. Election of Directors / Announcement of Election Results

Veronica Winslett, Katie Lloyd, and Sharla Bledsloe were elected to the board of directors by unanimous consent of all members present.

IV. Treasurer's Report / Finance:

2015 year to date financial reports were distributed. All Directors present approved the financial reports as distributed, subject to audit.

Property Manager reviewed the current financial position, noting that the current cash position in the Association's bank accounts total was \$5,593.30 at October 19, 2015. The Property Manager recommended that the Association begin making monthly contributions to reserves as soon as possible.

Management provided a 2016 proposed budget to the Board of Directors for their review and approval at the next board meeting. It is also recommended that a Reserve Study be performed by an appropriate vendor.

V. New Business

Members discussed general concerns of the Association, and made the following requests of Management:

What are landscapers responsible for? Weeds are present, and shrubs not trimmed.

Send a recent financial report to all homeowners.

Modify agreement with Sergeants Towing. Tow only when requested by BOD and management.

Schedule immediate gutter cleaning, and get bids for installing zinc strips.

Obtain roof cleaning bid.

Determine who is responsible for roofs and siding. AMENDED by Property Manager – according to our reading of the bylaws, the roof and siding are the Association's responsibility. Maintenance and replacement should be included in a Reserve Study as soon as possible.

Obtain bid for exterior painting – separate by solid and trim.

Send insurance info to BOD

VI. Adjournment:

Upon motion made, seconded and carried, the meeting was adjourned at 7:30 pm.

Statement regarding order of items contained in minutes.

For clarity and ease of future research, the sequence of items discussed at each meeting is recorded in the same order, even though they may have occurred in a different order during the meeting.

Respectfully submitted on behalf of Association Secretary,

John Turner