

**Arbor Villebois Owners Association  
Board of Directors Meeting January 27th, 2016  
Villebois Community Center, Wilsonville**

**Call to Order**

The meeting was called to order at 6:30p.m. by Patricia Zimmerman

Quorum not established

Meeting adjourned by Patricia Zimmerman 6:30pm

Meeting Reconvened by Patricia Zimmerman at 6:41pm as Quorum was established

**Board Members Present:**

Patricia Zimmerman, Justine Keith, Sandra Suran, Scott Devries

CMI Representative: Brad Finson

**Approval of Agenda:**

A motion was made by Justine Keith, seconded and passed unanimously to approve the agenda.

**Approval of Minutes:**

A motion was made by Justine Keith to approve the December 15<sup>th</sup> 2015 AVOA board meeting minutes with the corrections noted. It was seconded and passed unanimously by the board to approve.

**Owners Forum:**

Lin Zimmerman – has there been any follow up to the CMI compliance walk throughs? Brad responded stating a group of initial letters have gone out. Need to have the ARC committee go around with Brad to follow up, if possible this Friday at 10:30am the follow up compliance walk through will take place. Patricia stated she would like to go as well.

Scott Spears also noted that the house on Barber at the roundabout needs to be cleaned up, fence and paint. Highly suggest to the board that we be aware that relators are snatching up homes in the neighborhood as investment properties and turning into rentals (3 of the 5 homes facing Surrey are rentals). Scott also wanted to push changing the CC&R's to explore rental capacity and fixing the problem that is happening (not maintaining homes, parking, etc.)

Everett Lapp suggested adding a company to go and do the work and bill the owners. It's a matter of enforcing the CC&R's. There are so many violations that are not being enforced. Counted 21 garbage cans out and brought to the attention of CMI. <INSERT EV's COMMENTS>

Roger McClure has previously received a letter and wanted to share that he has taken care of his fence staining. He agreed that many homes are not keeping up with the ownership of their homes.

Brad said there is a compliance department within CMI and he could have the compliance person come out to perform the walk.

John Danahy pointed out our CC&R's state that the board can hire out to have the work done and bill the homeowner.

Joe Sharpenstein – The renters in Renaissance Court don't have parking and are allowed to park wherever they would like, it has been noted that they park multiple cars for long term in one spot.

**Committee Reports:**

**Landscape Committee:**

1) Replacement of crushed gravel around the townhomes – Showplace bid \$1125

A motion was made by Patricia Zimmerman to allow Showplace to apply crushed gravel on the paths at the Townhomes. The motion was seconded and passed unanimously to approve.

2) As the landscaping is maturing it will cost more and more over time. This needs to be included in the future budget planning.

Tom Vaughn mentioned that the grass areas need to be leveled more, leaves get stuck in all of the holes. LC will look into this at the next meeting on Feb 10<sup>th</sup>.

Outstanding issues: Brad – tree replacements, had requested two bids (outside of Showplace) and one didn't want to fulfill the request until they had more information.

A motion was made by Sandra Suran to have the landscaping committee develop a process on how to approve landscaping. It was seconded and passed unanimously by the board.

**ARC:**

Nothing to report

**Finance Committee**

AVOA: 2014 Schwindt & Co Engagement: waiting for approval of the management representative letters to be finalized. Sought advice on who should be doing that and will be meeting this week.

AVOA: 2015 Schwindt & Co Engagement: just received the revised format but have not reviewed. There was a letter from the chair to review and discuss.

AVOA: Revision of Financial Statement Format: Brad mentioned that the request to reformat the documentation. Some was easy and others were not. There is a draft of the December and year end to produce in the new format. It's a little different than all other clients and needed to work on reformatting it. It takes about 2-3 hours, should be done before the weekend.

**Communications Committee:**

Figuring out a way to reach out to all Arbor home owners. Wanting to make a welcome kit to new neighbors along with updating our website. We welcome any volunteers to assist with any of these areas.

**Governing Document Committee:**

This is starting in motion. Looking for volunteers to assist in reviewing the documents. A lot of the issues that have come up at tonight's meeting would be resolved. Keeping this community beautiful.

**Unfinished Business:**

Last meeting we discussed the verbiage of lots, living units, occupants, etc. We are moving ahead and there is a meeting scheduled with a lawyer next week to discuss with Renaissance Court.

**New Business:**

Parking Rules and Violations – police have come through and have issued tickets. We have alerted the city of the parking issues and they have agreed to be more diligent on checking. Suggestion made by Tom to create a liaison to work with the police.

Lighting of common maintenance areas – importance of lighting the alley ways and the deficiencies it is causing.

The meeting was adjourned at 8:06pm

Our next AVOA Board Meeting will be held on Wednesday, February 24<sup>h</sup> 2016.

Justine Keith  
AVOA Secretary