

QUAIL RUN HOMEOWNERS ASSOCIATION
MONTHLY BOARD OF DIRECTORS MEETING
October 22, 2024

Board Members Present: Michael Dane (President); Tom Boyd (Secretary); Lisa Marks (Member-at-Large); Don Wittish (Member-at-Large)

Homeowners Attending: Will Ettlign; Pam Dane; Kathryn Fisher; Carol Gassman; Julia Girod; Pete Jorgensen; Harold Leeson; Karen Lucier; Donna Nixon; Karen Olsen; Cecilia Perry; Joan Rawlings-Boyd; Ron Robertson; Linda Rockey; Betsy Shepard; Sandy Silverthorne; Vicki Silverthorne; Carol Standefer; Dawn Susuico; Judy Van Scholten; Linda Thomas; Bill Wacknov; Linda Wergeland; Lisa Wilson; Linda Witt

Board President Michael Dane called the meeting to order at 7:02 pm. Results of the Board of Directors election were announced by Office Assistant Connie Bracey. With 52 votes each, Michael Dane and Julia Girod were voted into office. These Board responsibilities commence November 1, 2024. President Michael Dane recognized departing Board member Tom Boyd for his 4 years serving as Secretary.

Officer Reports

Secretary's Report: Tom Boyd read the topics covered in the September 17 Board meeting and asked if any participants wished to have a topic read in full. There being no such requests, and the Minutes having been previously reviewed by the Board, they were approved.

Treasurer's Report: Bob Hall being absent, Board member Don Wittish made the report, including the following summary:

General Fund

Total Income	\$121,466
Total Expenses	\$140,317
Net Ordinary Income	<\$18, 851>

Reserve Fund

Total income	\$58,955
Total Expenses	\$40,330
Net Ordinary income	\$18,625

Committee Reports

Architectural Committee: Linda Wergeland presented the committee's annual report. This year there were 23 Architectural requests reviewed by the committee. These included requests to relocate heat pumps after vandalism to those that had been sited outside the east sound wall. More recently most requests have been to paint front doors

and to replace exterior light fixtures. Linda recognized Rosie Mortenson for her capable chairing of the committee and specifically for streamlining review processes. Six current requests, five for door painting, and one for new external lighting were formally approved. In response to an attendee's question it was clarified that in order to make any change to a home's exterior, an Architectural Request Form must be submitted. In response to another question, it was noted that formal Architectural Request Forms may be submitted without having designated a contractor for the work.

Emergency Preparedness: Dawn Susuico reported on the committee's work in 2024.

The committee held two courtyard-captain meetings in which safety issues were reviewed, concerns were discussed, and suggestions were solicited.

In response to last winter's ice storm that disabled north and south entry gates, the committee sponsored two sessions to review gate troubleshooting. Handouts outlining operation of the north and south entry gates were provided to courtyard captains (a suggestion offered at a court captain meeting).

In the spring an Emergency Preparation exercise was conducted. The committee distributed signs to captains and responded to participant questions. Assigned committee members got practice in the use of our walkie-talkie and MERS radios. The committee held a potluck gathering after the emergency exercise.

The committee established a team to review generator procedures and this team tested the generator. Chair Sheila Pardee submitted emergency preparedness articles to the Quail Run newsletter, and the committee held quarterly (or more frequent) meetings.

The committee activated alerts during the winter ice storm and during a summer heat wave. On a related note, Lisa Marks was recognized for her work in purchasing a AED (defibrillator), which is installed in the Clubhouse.

Events Committee: Michael Dane reported that a speaker's event was held in the Clubhouse on the evening of 10/18. Professional photographer Brad Wilson shared a slideshow of photographs of wild animals from a trip to Azerbaijan, described as a very interesting presentation that was well-attended. On 11/16, Randy Gudeika will lead a walk in East Alton Baker Park, sharing knowledge of the Kalapuya people indigenous to this era.

A Souper Sunday HOA dinner was held last week and another is scheduled for 11/10. Michael reported that we have now received the additional 30 chairs purchased for Clubhouse.

Finance Committee: None

Landscape Committee: Carol Standefer reported regarding lawn removal on court properties. We have a bid for lawn removal totaling \$2500 for the homes in which lawn strips will be removed. This bid does not include replanting of lawn areas, for which the HOA will pay. After lawn removal Carol will contact the affected homeowners regarding options for lawn strip replacement planting. The artificial turf option is off the table for now. A group of homeowners had pursued bids and found the anticipated cost prohibitive. For those electing to maintain lawn strips, Carol has generated guidelines,

and will send out a contract in which homeowners' obligations are delineated. The expectations are as follows:

- “Lawns must be cut, edged, and weeded as needed to maintain a pleasant appearance.
- Lawns should be watered and fertilized as needed.
- Should the appearance of the lawn began to deteriorate, notification will be sent. If the appearance does not improve within a month, the lawn will be removed.
- If you decide to sell your property the HOA needs to be notified, as the grass will be removed prior to new owners taking residence. Obviously, any potential buyer needs to be notified of this.”

Carol said there will be cedar tree maintenance along the east sound wall. Roughly two full days of work is anticipated starting next Wednesday. There was a question regarding the scope of work. Carol noted that the plan is to trim the limbs away and down from the sound wall roof to produce more clearance than we have had in the past. Carol noted that we have completed a 5-year project of landscape rejuvenation, and recommended that the HOA develop a plan for ongoing renovation to keep the task manageable.

Carol reported that Rexius is starting to collect leaves. Homeowners should be aware that it is most efficient for Rexius to pile leaves on Tuesday and pick them up on Wednesdays. A note advising of this two-day leaf collection process will be included in the Quail Run Newsletter.

Maintenance Committee: Pam Dane reported on the committee's work during 2024, The committee did a walk-around, checking pavers, sidewalks, fences needing cleaning, and got bids for repair of sidewalk extrusion caused by tree roots (Empire Concrete Cutting—\$3,980). She has placed a call to the contractor to see which sidewalk slabs might need to be replaced. There is some question as to whether it might be possible to cut out large tree roots rather than removing all of the problem trees.

Pam noted that homeowner Bernie Bjornstad had power-washed the shed in the overflow parking area, noting that the paint on the structure is chipping.

New/Old Business

- Michael Dane followed up on an item raised in the last meeting, the inability to computer search old meeting minutes. He noted that developing processes to do this sort of search has been part of his work experience. Office Assistant Connie Bracy noted that we have scanned meeting minutes going back as far as 2012 or 2013. Historically stored as PDF files, over the past year these documents have also been stored in word processing format. Tom Boyd commented that he and Dawn Susuico met briefly after the last Board meeting. Dawn said that she has the ability to scan PDF documents and to convert them into searchable word processing files. Tom and

Dawn plan to meet in November to discuss how to move forward toward this capability.

- An attendee raised the concern that residents are parking cars in the Loading Zone area near the Clubhouse for indefinite periods of time. After a brief discussion, the attendee was asked to provide a list of license numbers of offenders he had recorded to the Board so that our Office Administrator can advise them regarding the violations.

The meeting was adjourned at 7:46 pm.