

**Bauer Highlands
Board Meeting Minutes
September 30, 2011**

Board Members Present: Taylor Pappas, Jack Burri, Reema Arora, Wendy Clifford

Absent: Sheila Corbin

Jack Burri moves to start board meeting at 9:15am, Wendy Clifford seconds the motion.

I. Board Positions and Updates

a. President updates

- i. Discuss Andrea's departure from CA Partners – Taylor will follow up on who her replacement is with CA Partners.**
- ii. Approve meeting minutes for September 2010, October 2010, and December 2010. – Wendy moved to approve and Jack second the motion. All minutes are approved.**
- iii. Discuss Liz Killion taking over Website Management - \$250/year- Jack moved to approve and Wendy second the motion. Liz Killion's contract is approved for 2011 and future years.**

b. Treasury Updates

i. Review and approve/disapprove Late Fee Waiver Forms

- 1. Lot 81 - January late fees of \$40.00 still need to be paid however the Board approved waiver of subsequent late fees equaling \$60.00.**
- 2. Lot 86 – Board approved late fee waiver of \$60.00 for the homeowner. Make sure CA Partners has the correct address for this homeowner for future correspondence.**
- 3. Lot 200 - January late fees of \$40.00 still need to be paid however the Board approved waiver of subsequent late fees equaling \$80.00.**
- 4. Lot 26 – Late fees of \$60.00 waived due to statement being mailed to the wrong address.**
- 5. Lot 223 – Late fees of \$40.00 waived due to post office error.**
- 6. Lot 190 – January late fee of \$40 stands.**

- ii. Board will discuss with CA Partners regarding delayed payment plan for 3 months to homeowners who are experiencing hardship as long as they notify us prior to the end of January.**

iii. Review August 2011 Financials – Board

iv. Review 1st draft of 2012 Budget

- 1. Make sure Cascadian Landscape annual fall maintenance of front common area is accounted for 2012 Budget.**
- 2. Jack moves to accept proposed 2012 HOA Budget, Reema seconds the motion. 2012 HOA Budget approved.**

II. Go over committees and roles

a. Common Area Updates

- i. Re-landscape of front common area project by Cascadian Landscapers completed August 2011. Project has been paid in full.
- ii. Lot # 253- Summer 2011 water bill amounting to \$420.00 – Reminder that owners are exempt from HOA fees. Andrea changed it for future years so HOA is not even applied to homeowner's account therefore, not receiving a bill.
- iii. Bench Status – plans to install benches by Spring 2012.

b. Watchdog Committee

- i. Bala Suresh has come forward to chair the Watchdog Committee
- ii. Email was sent to homeowners to determine interest – result is that homeowners are willing to get involved with this group.
- iii. Bala Suresh will be planning a date for Washington County Sheriff's department to present to homeowners the process of setting up a Neighborhood Watch Group. Tentative date is for Tuesday, October 11, 2011 at 7:00pm at Tazza Café – CONFIRMED
- iv. Emails will be sent to homeowners, signs will be placed on mailboxes to announce the first meeting.
- v. Wendy moved to purchase snacks for homeowner watchdog meeting at Tazza's and Reema seconds the motion. Board approves.

c. ARC Committee

- i. Updates – on top of all ARC applications. Wendy will review ARC resolutions and respond to CA Partners.

III. Next Board Meeting for Tuesday, December 6, 2011 at 7:00pm – Tazza Café.

Jack Burri moved to adjourn board meeting at 10:25am, Taylor Pappas seconds the motion.