



# ARRANMORE

## HOMEOWNERS ASSOCIATION

7185 S.W. CHAPEL LANE  
PORTLAND, OREGON 97223

### Annual Homeowners Meeting Minutes

April 22, 2013 7 – 9 pm

Montclair Elementary School

- I. **OPENING REMARKS** – President, Roberta Kennedy extended a welcome to all homeowners and residents in attendance. Current AHOA board member introduced: Harry Reeder (absent), Sue Kirkman, Pat Hagen, Ken Sumida, Gary White. A review of the evening’s agenda was presented.
- II. **INTRODUCTIONS OF NEW RESIDENTS** – Cary Perkins introduced the following new residents: Mary Kay Wulff, Kevin Gooley, Jerrold Packard & Merl Grossmeyer, Bill and Elise Bales, John & Tanja Nelson (son, Colton), Larry & Dena Brown, Cheryl DouratsOs & Thomas Walker, Bob Cargill, Gary & Kate Withers, Sue Newman & Alan Barszman, Garr & Karla Nielsen, Mauricio Cordel & Renata Lanari, Adam & Brynn Skarbonkiewicz, Bichson Pham, Matthew Lowry & Julie Crown.
- III. **ESTABLISHMENT OF A QUORUM** – It was determined that a quorum was established. Eighty-nine proxies were submitted.
- IV. **CALL TO ORDER** – The meeting was called to order by Roberta Kennedy. The following business was conducted:
- V. **NEW BUSINESS**
  - a. **Approval of Minutes** - A motion was made and seconded to approve the minutes of the April 2012 Annual Homeowners Meeting; motion passed with one dissention.
  - b. **Election of Officers** – Nominating Committee Chair, Sharon Buck, presented the following names for a vote as a three year term each: Michael LaPorte, Tom McGar, Norris Perkins. There were no nominations from the floor.
  - c. **Committee Reports**
    - i. **Architectual Review Committee** – Roberta Kennedy, chair; Erik Broms, Don Morgan, Mike LaPorte – committee members. The ARC mission statement was presented as well as the following information:
      1. **Driveways, Walkways, Fences, House paint** – The ARC conducted a walk-through of the neighborhood. If you are planning any changes, repairs or replacements please complete and fill out return an ARC application for approval. The application is available on the HOA web site as well as the ARC Guidelines. There were 51 resident application submitted and reviewed for the past year.

2. **Cars.** The HOA has a parking policy which is available on the website. Please review and follow the policy guidelines. Personal vehicles of residents should be parked in a driveway or garage rather than the street. Cul-de-sacs are narrow and street parking greatly impacts the ability of emergency vehicles (as well as homeowners) to navigate the streets.
- ii. **Finance** – Ken Sumida. A surplus of \$26,035 was budgeted for 2012 for both operating and capital expenses. The 2013 dues have been reduced by \$75. The quarterly newsletters include an expense report from the Treasurer; please refer to the newsletter for detailed information or contact the Treasurer directly. The collection program administered through Vial Fotheringham continues with positive results.  
**Reserve Study** – Dick Lindsay, chair, Kevin Keljo (committee member). Western Architectural conducted an on-site review of assets in 2012. The 2013 Reserve Study indicated a more-than-adequate level of reserves for assets with current funding at 93%. The recommendation of the reserve study committee is to complete a physical assessment every 5 years.
- iii. **Landscape** – Pat Hagen, chair. Bill Bennington, Glen VanSchoiack (committee members).The committee has been busy with the following Spring activities: moss and weed control, stump removal and tree replacement, fertilizing and aeration as well as the annual Spring walk-through of the neighborhood. It was noted that DiSantis the current HOA landscape contractor, uses environmentally friendly products for all applications in Arranmore.

The AHOA has contracted with DeSantis to mow, edge and fertilize all common areas and resident front lawns as well as conducting leaf pick up from October through December. Wednesday and Thursday are the scheduled lawn mowing days. They request that resident refrain from watering on these days in order to ensure optimal mowing conditions.

Landscape service is the largest budgeted expense each year; a comparison of landscape contracts revealed that the current annual expense is \$90,000 as compared to previous expenses in excess of \$100,000.

Tree maintenance activity included the removal of sweet gum trees due to fungal infection and two pine trees on the pool berm. Four species in Arranmore are high susceptible to disease; they include maple, pine, sweet gum and birch. The committee is continually looking for beautiful, hardy and appropriate trees to plant. A replanting project is planned in the triangle near Wexford. The Oleson Road berm renovation project will begin with the focus on the north berm area with the goal to develop a uniform design providing privacy and visual screening. Please bear in mind that landscaping alone will never provide total noise abatement.

The committee is researching a multi-flow drainage system to replace the old French drain behind several houses on Arranmore Way. Arranmore, along with many Portland neighborhoods is experiencing a lace bug infestation attacking azaleas and rhododendrons.

- iv. **Swimming Pool** – Sue Kirkman, Chair. New pool managers have been hired and will begin assuming the pool duties. Layton McConnell will be opening and closing the pool and Sanel Prosjanovic will be responsible for equipment maintenance. A new code system will be put into place soon and residents are reminded not to give out their personal pool codes to guests. A new walkway and plantings are in place at the entrance. Installation of a backflow device at the street connection and in the mechanical room will take place, bringing the pool facility into compliance with back flow regulations. The pool opening is scheduled for May 23. Joe Schoen will be retiring after many years of contract employment as the pool manager. He will assist our new employees with the transition.
  - v. **Pathways & Sidewalks** – Maintaining sidewalk and pathway safety and appearance in common areas is a growing concern due to shallow tree roots. Sweet gum trees are shallow rooted trees and produce heaving of the nearby walkway. Homeowners are reminded that the maintenance, safety and appearance of the sidewalk area adjoining each resident's property is the responsibility of the homeowner.
  - vi. **Irrigation** – Contract with Abel Irrigation has been renewed for another year. DeSantis will provide maintenance as needed. The irrigation system will be pressurized for testing. Water conservation will be addressed in the coming year. Residents are encouraged to be more aware of conserving water while keeping lawns well-maintained and to educate themselves regarding how to maintain a healthy lawn. Information is available through the Oregon State Extension Service which can be accessed on-line.
  - vii. **Communication & Newsletter** – Joe Schoen – Chair. The HOA website is one means of communication between the board and homeowners and may be accessed at [www.aranmorehomeowners.com](http://www.aranmorehomeowners.com). The quarterly newsletter will now be available on the website. Timely information will be sent to residents by E-Blast. Information and notices are also posted at the Pool bulletin board. A sandwich board at the front entrance will be used for immediate homeowner notification as needed.
- V. **RETIRING BOARD MEMBERS** – President, Roberta Kennedy, recognized three retiring board member – Jan Lindsay, Newsletter & Communications and Ken Sumida, Finance. Roberta is also retiring from the board after having volunteered in many capacities, most recently as ARC chair and board president. An expression of

appreciation was extended to each one for many hours of volunteer service on the HOA board and to the neighborhood.

VI. **ELECTION RESULTS** –Three new board member were elected: Mike LaPorte, Norris Perkins and Tom McGar.

VII. **CLOSING REMARKS** – Robert Kennedy, extended an invitation to residents to become a much-needed and appreciated volunteer within the AHOA. Sign up sheets were available for ARC, Landscape, Finance, Hospitality, Revision of CC&R & Bylaws, Pool, Community Management Search Committee. The dates for the annual garage sale in August and the Pool social in September will be announced soon.

VIII. **RESIDENT OPEN FORUM – QUESTIONS AND ANSWERS**

With no further business, the meeting was adjourned at 8:15 PM

Respectfully submitted,

Jan Lindsay, acting secretary