



Arranmore Homeowners' Association
Annual Meeting
Montclair Elementary School
April 21, 2014
6:30-8:45pm

The annual Arranmore Homeowners' Association meeting was called to order at 7:08pm by Garr Nielsen, Vice President of the board of directors. Garr also presented Opening Remarks and moderated the meeting on behalf of absent Harry Reeder, President of the Arranmore Homeowners Association Board of Directors.

Guest introduction - Sean Leverty, Montclair School Principal

One of the advantages of living in Arranmore is that we are surrounded by wonderful neighbors, including Montclair Elementary School which provided space for the meeting. Mr. Sean Leverty, Principal of Montclair Elementary School, was introduced and welcomed the Arranmore homeowners. He addressed two topics:

- Beaverton School District "WE" Initiative is aimed at creating partnerships within the community to help children go forth and in return impact our community in a positive manner. Montclair is open for volunteerism, from the community, including those that do not have children. Please contact Mr. Leverty directly if you are interested in helping.
- The 2014 School Bond Measure #34-219 was briefly explained. It is important to note that Mr. Leverty did not advocate for or against the measure. In summary, the bond will impact the Beaverton School district and in particular Montclair. Due to retiring bonds Measure #34-219 is not expected to increase the current tax rate. The \$680 million bond would address repairs, provide new capacity, modernize and renovate all facilities, improve safety and replace outdated learning technology, curriculum and equipment over a projected eight-year period.

Introduction of 2013-14 Board Members

The current members of the Arranmore Homeowners Association board of directors were introduced:

Garr Nielsen, Vice President
Pat Hagen, Landscape Committee Chair
Sue Kirkman, Pool Committee Chair
Norris Perkins, Finance Committee Chair
Traci Galbraith, Secretary

Board members Harry Reeder- President and Mike LaPorte-Architectural Committee Chair were unable to attend the meeting.

Introductions of New Residents

Cary Perkins, from the Hospitality Committee, introduced the new residents of Arranmore. Welcome to the neighborhood!

Establishment of a Quorum

Ruth Robinson, appointed registrar, confirmed a quorum through attendance and proxy.

Approval of Annual Meeting Minutes 2013

A motion was made to approve the 2013 Annual Meeting Minutes. The motion was seconded and approved unanimously by the homeowners.

Election of New Board Members

An election was held to replace outgoing Board Members Harry Reeder and Pat Hagen. Three candidates were presented by the Nominating committee. Nominations from the floor were called for. Since there were none, nominations were closed and ballots were collected for count.

Committee Reports

The Committee Chairs presented a summary update to the Arranmore Homeowners.

Architectural Committee: Roberta Kennedy updated the homeowners on the activity of the Architectural committee, on behalf of Mike LaPorte. The parking policy was reviewed and homeowners were reminded that personal cars are not allowed to be parked on the street overnight. Visitors' cars are not allowed to park on the street for more than three days. The official policy is available on line. Parking of boats, trailers, motorcycles, trucks, camper trucks and like equipment is also not allowed, except within the garage.

There are miles of sidewalks and pathways within Arranmore. It is the homeowner's responsibility to maintain sidewalks, surrounding their home, and keep them safe. It is the responsibility of the Homeowners Association to keep the asphalt walkways safe. On-going maintenance of the 33 year-old, three-plus miles of walkaways is a big part of the committee's oversight. Common area sidewalks are also looked after by the Architectural Committee.

Finance / Reserve Study: Tony Leineweber and Ruth Robinson presented an overview of the year-ending 2013 finances, and the Reserve Study. Tony assumed the position of Treasurer in the second half of 2013 and finds the management of the neighborhood by outstanding volunteerism to be impressive.

The Treasurer's Report for year ended 12/31/2013 was distributed and included the below figures:

| | <u>Budget</u> | <u>Actual</u> |
|------------------------|-----------------|-----------------|
| Operating fund Surplus | \$ 8,458 | \$13,280 |
| Capital Fund Surplus | <u>\$19,416</u> | <u>\$20,113</u> |
| Total of Both Funds | <u>\$27,874</u> | <u>\$33,393</u> |

The 2013 Homeowner's Dues remained the same as 2012. Yearly dues have been collected from all but one homeowner, and diligent action is underway to collect.

An analysis of the annual assessments was presented. Of note,

1. annual assessments are \$3/year less than we were in 2004
2. operating assessments since 2004 has only increased 6.6%
3. capital assessments have dropped 33% since 2004.

The Arranmore Homeowners Financial Reports were reviewed, and are also located online:

<http://arranmorehomeowners.com/FinancialReports.htm> .

Reserve Study: Ruth Robinson, Reserve Study Chair, presented the report. The 2014 Reserve Study was prepared by Association Reserves. The State of Oregon requires Homeowner Associations to identify the major expenses for a 30 year period, to recommend a funding plan covering the expenses and to review the plan every year. Every five years, Arranmore will hire a professional firm to inspect and evaluate Arranmore property. During the years between, an Arranmore volunteer committee reviews and updates.

After this year's review, the Reserve Committee maintained all of last year's components and added: maintenance of two drainage installations, new entry lock system for the pool, funds for re-landscaping the Oleson Road north berm, and more adequate funding for pool repairs. The Arranmore Association is in an outstanding position with 97% of the Reserve expenses funded without an increase in the \$150 annual assessment. As required by law, reserve funds are maintained in a separate account.

Landscape / Irrigation: Pat Hagen, Landscape Committee Chair, explained that landscaping expenses are approximately 70% of the neighborhood's operating budget. The purpose of the Landscape Committee is to maintain the common area, obtain comprehensive bids for services, maintain irrigation, strategic planning including the new North Berm project, tree inventory and maintenance, and generally act as a liaison between the committee, the Arranmore Homeowner's Board of Directors and Landscape contractors.

In 2013 the landscape contract went out to bid and was awarded to TruGreen, decreasing the annual cost by \$10,000. In addition to maintaining the common grounds, TruGreen provides front-yard lawn care - mowing, edging, weed and moss control, and leaf pick-up between October and January.

In July 2013 Bill Bennington took over management of the irrigation system. There were many areas that were not receiving adequate water and had broken sprinkler heads. He mapped the sprinkler locations, conducted performance audits, and adjusted zoning. Neighbors can help keep the sprinklers in good repair by reporting issues as they arise. Residents, who find sprinkler gushing water, should call Bill or the Landscape Chair to have the pump shut down.

The neighborhood irrigation system runs from a 584 foot well of non-potable water. There is a lot of mineral content in the water, and lime will build up on houses and cars if watered. In

2010 a smart water feed system was installed, effectively reducing the amount of water used by 3.4M gallons (from 9.7M gallons to 6.3M gallons). Neighbors are encouraged to do their part to reduce water waste – check your system once it is active to ensure it is not overwatering, know where their water shut-off valve is located, make sure shrubs are not in the way of the sprinkler, and that the sprinklers are not watering the neighbor’s property or the street.

The North Berm Project will be a major undertaking for the Landscape Committee in 2014. The scope of the North Berm project is beautification, visual blockage of Oleson Road traffic and drought resistance plantings. The Landscape Committee will move forward with the project in stages.

There are more than 200 trees in the common areas of the Arranmore Neighborhood Association. On-going tree maintenance, trimming and repair, costs about \$10,000/year. The committee is currently obtaining bids for tree trimming the apartment and south berms. The Landscape Committee is also in process of creating a tree inventory map. The tree inventory map will show the tree’s location, type and approximate size, making it easier to estimate the cost of tree maintenance.

It is the Homeowner’s responsibility to maintain the upkeep of their yards. This Spring, the Landscape Committee will conduct their annual Walk-around. The Committee will distribute “report cards” highlighting areas where improvements are needed. Homeowners were reminded that new landscaping plans need to be submitted to the Landscape Committee for approval. Request for approval should include a site plan, and descriptions of plantings. Homeowners do not need to seek approval for bark dust or garden plantings.

Pool Committee: Sue Kirkman provided the Pool Committee update. The pool is scheduled to be opened May 24th. Last year’s pool employees will be retained again this year. A new card lock entry system has been installed and new access cards were distributed. The new card lock entry system will be more secure and easier to use. The pool rules were reviewed, revised and posted at the pool. All homeowners also received a copy of the new rules with their new pool access cards. For security reasons, homeowners were asked not to write “Arranmore” on the cards. A pool survey will be sent to all homeowners, all are encouraged to take part.

Communication Committee: Arranmore homeowners receive regular communication updates about the neighborhood from several different channels: Arranmore website, quarterly e-mail, e-blast, bulletin board at the pool, and sandwich boards placed at the entrance. Joe Schoen is the “sender” for e-mail communication related to Arranmore Homeowners Association, and the subject line is very explanatory. Please send Joe notices about email address changes.

Hospitality Committee: Committee chair Bobbie Kennedy highlighted some of the important functions the Hospitality Committee oversees: greeting new Arranmore residents, organizing the annual garage sale and HOA party, and maintaining the neighborhood roster. This year they also oversaw the refurbishment of the Arranmore signage located on both sides of the neighborhood entrance. The annual garage sale is schedule for August 8-9, 2014. The annual HOA party will be held in September, date to be determined.

Election Results:

The outgoing members of the board of directors, Harry Reeder and Pat Hagen, were recognized for their valuable contribution to the community. The new election results were announced. Tony Leineweber and Roberta Kennedy were elected and welcomed to the board.

Closing Comments:

We are lucky to live in a community where there are so many volunteers helping to make Arranmore such a beautiful, livable place. Residents are encouraged to carry on this legacy and volunteer their time to help.

Open Forum/Questions:

A question was raised about how proxy voting is handled. Garr clarified that the proxies received were already marked with a homeowner's preference, and the vote was cast as requested. Proxies received without a preference marked, were not voted. Ballots and proxies from the Arranmore annual meeting are available for inspection for one year following the meeting.

Is the pool house a place where a resident can host a private party? A party at the Pool House is allowed, but the pool house will remain open to homeowners. Requests for parties should be submitted to the pool committee chair.

A motion was made to adjourn the meeting. The motion was seconded and approved unanimously. The meeting was adjourned at 8:22pm.

Respectfully submitted,

Traci Galbraith

Secretary

Arranmore Homeowners' Association