



ARRANMORE

HOMEOWNERS ASSOCIATION

7185 S.W. CHAPEL LANE
PORTLAND, OREGON 97223

Meeting Minutes

The regularly scheduled monthly meeting of the Arranmore Homeowners Association Board of Directors was held at 6:30 PM on Monday, August 8, 2011 at the home of Candace Coleman.

In Attendance: Kersten Broms, Candace Coleman, Harry Reeder, Ken Sumida, and Danielle Wissmiller.

Absent: Roberta Kennedy, Jan Lindsay.

Call to Order

The meeting was called to order by President Harry Reeder at 6:45 PM.

Opening Business

Approval of the July Board Meeting minutes was tabled as the Secretary was absent.

It was established that all Board Members have a file cabinet with records of their position assignments and these were to be passed on to succeeding Board Members.

If a Board decision is required between meetings, Board Members must acquire written approval from a majority of Members. Email approval will not be recognized as valid approval.

Committee Reports

Landscape - Drainage of common areas will be discussed during the budgeting process (see letter drafted by the Landscape Committee).

Hospitality -

A motion was offered by Harry Reeder and seconded by Candace Coleman to budget \$500 for the Pool Social. The motion passed unanimously.

Candace and Duffy Dufresne are new residents of Arranmore.

The Garage Sale has been scheduled for Friday, August 12 through Sunday, August 14.

Treasurer/Finance - A line will be added to the Balance Sheet for Bad Debt Reserve.

Ken Sumida proposed a set of Internal Controls for the Arranmore Homeowners Association (see document). Discussion was proposed to take place via email with decisions to be made at the September Board Meeting.

Pool - Danielle Wissmiller proposed creating an additional position to the current Pool Manager position for the 2012 pool season, a Pool Manager and a Pool Attendant. A formal Proposal with budget predictions will be presented at the September Board Meeting.

The Pool Social will be held on Sunday, September 18 at 6:00 PM.

Irrigation - Harry Reeder plans to give Board Members a tutorial on how to turn off the neighborhood isolation valves.

Next Meeting Business

Board Members were asked to bring job descriptions to the September Board Meeting, be prepared to vote on the proposed Internal Controls, and discuss research to be presented on contract signatures to be required.

Next Meeting

The next meeting will take place on Monday, September 12 at Danielle Wissmiller's house.

Adjournment

President Harry Reeder adjourned the meeting at 8:12 PM.

Minutes prepared by:

Dick Lindsay, Secretary
Arranmore Homeowners Association