

FOUNTAINS BOARD OF DIRECTOR'S MEETING

DATE: DECEMBER 11, 2023

The meeting was called to order at 3:00 P.M.

BOARD MEMBERS PRESENT: Irene Jordon, Treasurer, and Paul Brock, Maintenance, constituting a quorum. President Donovan Madden was excused.

OFFICERS PRESENT: Jim Cunningham, Arborist Officer, Joan Mathews, Newcomer's Welcome, Judy West, Resident Information and Communication, Janet Giovannetti, Forum Editor and Julie Helle, Secretary.

RESIDENTS PRESENT: Cyndy O'Brien, #92, Patricia Goytia, # 16, Stella Vetrone, #17, Reno Tortora, # 48, Ann Arnold, #41, and Dottie Francis, #66.

SECRETARY'S REPORT: Julie Helle: Julie requested a vote for approval of the November 13, 2023 board minutes. The motion was made, seconded, and approved. Julie also requested approval of the November 22, 2023 Fountains Maintenance Budget Meeting. The motion was made, seconded, and was approved.

ASSISTANT TREASURER REPORT: Judy West for Elena Madden: 110 units were paid in full in November.

TREASURER REPORT: Irene Jordon:

1. Funds on Hand at November 30, 2023:

- a. Total Reserves Funds on Hand \$827,280.95
- b. Total Operations Funds on Hand \$82,701.34
- c. Total Funds on Hand \$909,982.29

2. Check numbers 14257 through 14269 were issued for a total of \$38,719.80. There was 1 debit card charge totaling \$324.95. Checks outstanding at month end totaled \$5,867.68.

3. The total of all accounts at HomeStreet Bank exceeds the FDIC limit of \$250,000. November balance was \$282,204.12; an excess of \$32,204.12. The excess amount is in the Reserve Account at Home Street. Irene recommended that we move the excess in total to On Point or split the amount between Washington Federal and On Point. Both of these have depository accounts. Key Bank only has CD's. The plan is to move the excess during the latter half of December

November balances:

Washington Federal:	\$218,597.56	On Point:	\$206,334.19
Key Bank:	\$202,846.42	HomeStreet:	\$282,204.12

The motion was made, seconded, and approved to approve the Treasurer report and move the money as described above.

NEIGHBORHOOD WATCH COORDINATOR: Lee Cunningham: No report, absent.

NEWCOMER WELCOME, NEW RESIDENTS: Joan Mathews: No new residents.

RESIDENT INFORMATION AND COMMUNICATION: Judy West: Judy also reported on some requests from the bank regarding checks:

When writing checks, use a black or dark blue ink pen. Other colors such as teal and purple can't be seen by the processing machine at the bank resulting in delays. Gel or felt pens can run in the dampness of box 31 making them hard to read.

Checks should be made out to **The Fountains HOA** to distinguish them from other 1000 + HOA's in Oregon. Please do not make them out to just HOA or SCA, SCA is the Summerfield Community Association, not The Fountains and is only appropriate for the annual fee from the Summerfield Association.

Also, there is some confusion about when the Fountains monthly assessment is due. Following is information directly from the Fountains Collection Policy:

PAYMENT SCHEDULE: The regular assessment is due and payable on the first of each month and if not received or postmarked by the tenth of the month will be considered past due.

LATE FEE: A late fee of \$10 will be charged after the 10th of the month, as it will be considered past due.

FORUM EDITOR: Janet Giovannetti: No forum in December.

ARBORIST REPORT: Jim Cunningham: Bright View planted a tree beside #80. A tree is leaning behind the shed, another is down. Jim will seek an estimate from Elite Tree Services to take down the leaning tree, and to also remove the one that is down.

LANDSCAPE REPORT: Bob and Karen Markel: Not present, no report.

MAINTENANCE REPORT: Paul Brock: Cleaning of the gutters is completed, other than the natural accumulation of leaves and debris, no problems were noted. Residents with controller valves for exterior fixtures in their units are requested to turn these off to help prevent freezing in below freezing temperatures. Turn this valve all the way to the right. If anyone needs assistance with this, text or call Dave Smith at 971-940-5525 or Paul Brock at 858-212-9105.

OLD BUSINESS: None

NEW BUSINESS: The motion was made to approve the 2024 budget and leave the monthly HOA fee at \$500.00 for 2024. The motion was seconded and approved. The points were made that at this level the suggested payment into the reserve fund is lower than advised, but not by a lot

and that our buildings are aging and will need more maintenance as the years go by which likely will result in raises of the monthly HOA fee in the future.

Questions were raised by residents concerning how water usage can be conserved. The condition of the pipes and type (they are copper, both underneath and inside the buildings). Residents can help by watching for leaks; it was noted there have been some leaks this year. All drainage pipes were running clear on inspection. Irene explained how water rates are priced and that the rates will be going up.

A contract has been signed with Comcast to continue to provide basic cable. Residents have had some success getting their rates lowered by going into the Comcast office and talking to them.

NEXT MEETING: January 8, 2024.

MEETING ADJOURNED: the meeting was adjourned at 3:27 P.M.

Respectfully Submitted,

Julie Helle, Secretary

FOUNTAINS MAINTENANCE/BUDGET MEETING

DATE: November 22, 2023

The meeting was called to order at 3:00 P.M.

BOARD MEMBERS PRESENT: Irene Jordon, Treasurer, Paul Brock, Maintenance and Donovan Madden, Chair.

OFFICERS PRESENT: Bob Markel, Landscape, Joan Mathews, Newcomer Welcome New Residents, and Julie Helle, Secretary.

RESIDENTS PRESENT: Ann Arnold, #41, Jane Miller, #91, Jared VanDeZande, # 91, and Dottie Francis #66

ADDITIONAL MAINTENANCE COMMITTEE MEMBERS PRESENT: Bill Norton, Dave Smith, and Ken Miller.

UPDATE ON RESERVE STUDY: Irene stated that Paul worked with Jason Wong, Financial Analyst at Schwindt and Company, to revise the estimated reserve study for the replacement of the roofs. The committee reviewed three options on monthly dues.

Option 1: Raise the monthly HOA payment to \$525 a month. This would allocate \$258,500 going to reserves for the year. Operations would be budgeted at \$435,649 for the year. Yearly total for both is \$694,149.

Option 2: raise the monthly HOA payment to \$515 a month. This would allocate \$244,000 to reserves for the year. Operations would be budgeted at \$435,649 for the year. Yearly total of both is \$679,649.

Option 3: Keep the monthly HOA payment at \$500 a month. This would allot \$229,401 to reserves for the year. Operations would be budgeted at \$435,649 for the year. Yearly total of both is \$655,050. Note: This option does reduce the amount to reserves from what was recommended by the reserve study document.

After discussion, Bob Markel suggested the HOA dues be kept at \$500 for another year. All board members, officers and additional maintenance committee members verbally expressed agreement. The point was made, however, that future years may require a raise in the HOA dues depending on the expenses and other factors. Our buildings are old and will require more maintenance as the years go by.

The condo fee for residents in 2024 will be formally presented for vote at the December board meeting.

MEETING ADJOURNED: the meeting was adjourned at 3:26 P.M.

Respectfully Submitted, Julie Helle, Secretary

FOUNTAINS BOARD OF DIRECTOR'S MEETING

DATE: November 13, 2023

The meeting was called to order at 3:00 P.M.

BOARD MEMBERS PRESENT: Donovan Madden, Chair, Irene Jordon, Treasurer, and Paul Brock, Maintenance, constituting a quorum.

OFFICERS PRESENT: Bob and Karen Markel, Landscape, Jim Cunningham, Arborist Officer, Joan Mathews, Newcomer's Welcome, Judy West, Resident Information and Communication, Janet Giovannetti, Forum Editor and Julie Helle, Secretary.

RESIDENTS PRESENT: Stella Vetrone, #17, Patricia Goytia, #16, Neal Sanders, # 5, Cyndy O'Brien, # 92, Ann Arnold, # 41, Dottie Francis, # 66, Dave Smith, #25 and Clara Engle, #78.

Cyndy O'Brien reported that 75 people are now signed up for the Holiday Dinner. Several singers from the Encore and Summerfield Singers groups have agreed to lead the singing of holiday songs after the meal. Irene commented that more men are needed for set up and people needed for cleanup.

Cyndy O'Brien reported that the trim around some garages could use some repair and paint. She also asked if residents seeing peeling paint should report it. Residents may put a note in box 31 if they observe this. A building and unit # would be helpful.

SECRETARY'S REPORT: Julie Helle: Julie requested approval for September 11, 2023 board minutes. The motion was made, was seconded, and was approved.

ASSISTANT TREASURER REPORT: Judy West for Elena Madden: 110 units were paid in full in October.

TREASURER REPORT: Irene Jordon: September

1. Funds on Hand at September 30, 2023:

- a. Total Reserves Funds on Hand \$ 809,122.09
- b. Total Operations Funds on Hand \$ 65,563.37
- c. Total Funds on Hand \$ 874,685.46

2. Check numbers 14225 through 14243 were issued for a total of \$54,724.37. There were 26 debit card charges totaling \$1,702.22. Checks outstanding at month end totaled \$9,926.52.

3. One CD at Washington Federal will come due in early October and following previous cases, the CD will be rolled over. The current value of the CD is \$59,054.52.

Irene made a motion was made to accept the September treasurer report. The motion was seconded and approved.

Treasurer Report: October

1. Funds on Hand at October 31, 2023:

a. Total Reserves Funds on Hand	\$807,617.11
b. Total Operations Funds on Hand	\$ 89,104.53
c. Total Funds on Hand	\$896,721.64

2. Check numbers 14244 through 14256 were issued for a total of \$27,108.43. There was 1 debit card charge totaling \$172.50. Checks outstanding at month end totaled \$6,238.68.

3. One CD at Washington Federal came due in early October and was mentioned last month it was rolled over. The value at maturity was \$59,054.52.

4. Once again the total of all accounts at Home Street Bank exceeds the FDIC limit of \$250,000. This balance tends to vary month to month based on the balance in the checking account at month end. Prior to yearend, monies should be moved to either an existing or new bank based on the projected excess at year end.

5. Engagement letters with Schwindt to begin the annual update for the Reserve Study and the 2023 financial review have been signed. The Reserve Study update work has begun. The financial review won't start until January.

6. There will be an open meeting to discuss the proposed budget for maintenance in 2024 on 11/22/2023. All residents will be invited to attend. Donovan will send out an email.

Irene made a motion to accept the October treasurer report. The motion was seconded and approved.

NEIGHBORHOOD WATCH COORDINATOR: Lee Cunningham: Not present. Jim reported for Lee that there is nothing new.

NEWCOMER WELCOME, NEW RESIDENTS: Joan Mathews: There are no new residents this month.

RESIDENT INFORMATION AND COMMUNICATION: Judy West: As above, no report.

FORUM EDITOR: Janet Giovannetti: Janet will put in information about the holiday party, recycling, and a reminder to clean furnace and a/c filters. She will inform that gutter cleaning will be done the first week of December, note that the fountains are now turned off and provide tips on personal safety in winter. It was noted that there are still 10 paper copies delivered by hand to those without email. There will not be a forum in December.

ARBORIST REPORT: Jim Cunningham: A fruit tree by garage 80 that attracted rodents was removed. Jim thanked the Markel's for advising him on what kind of tree should be planted there and when to plant it.

LANDSCAPE REPORT: Bob and Karen Markel: They have been looking for someone to service the fountains. Bob recommends Tom's Pond from Wilsonville. Tom's Pond will maintain the fountains once a month and clean them twice a year at a yearly cost of \$5,100.

MAINTENANCE REPORT: Paul Brock: HOA Services is performing masonry and sealing work on buildings 15695 and 15655. The work involves cleaning, repairing, and sealing the masonry window ledges, tuck pointing mortar seams on walls and chimneys, and applying sealant to exterior window seams where necessary. Paul noted that these are the two oldest buildings in our complex as the reason they started with those.

HOA Services ground down nine trip hazards on the concrete sidewalks and walk ways. Two still need to be painted, which will be done when the weather permits.

Dave Smith has been collecting used window and patio screens from those who are replacing windows and exterior sliding doors. Residents who are replacing these are requested to please contact him via text at 971-940-5525 and donate any used screens to the Fountains for our screen repair project.

There was a brief discussion with Joan Mathews regarding a blocked gutter causing water to drain onto her deck. The gutter has now been unblocked and Joan is to let Paul know if it happens again.

OLD BUSINESS: None

NEW BUSINESS: None

NEXT MEETING: Monday December 11 at 3:00 P.M.

MEETING ADJOURNED: the meeting was adjourned at 3:28 P.M.

Respectfully Submitted,

Julie Helle, Secretary

FOUNTAINS BOARD OF DIRECTOR'S MEETING

DATE: September 11, 2023

The meeting was called to order at 3:02 P.M.

BOARD MEMBERS PRESENT: Donovan Madden, Chair, Irene Jordon, Treasurer, and Paul Brock, Maintenance, constituting a quorum.

OFFICERS PRESENT: Elena Madden, Assistant Treasurer, Bob and Karen Markel, Landscape, Jim Cunningham, Arborist Officer, Lee Cunningham, Neighborhood Watch Area Coordinator, Joan Mathews, Newcomer's Welcome, Judy West, Resident Information and Communication, and Julie Helle, Secretary. Janet Giovannetti, Forum Editor was excused.

RESIDENTS PRESENT: Bill Norton, #59, Leroy and Alyce Vick, #60, Dottie Francis, # 66, Jane Miller, #91, Stella Vetrone, #17, Cyndy O'Brien, #92, Ann Arnold, #41, and Clare Engle, #78. Jane Miller asked if the garbage cans can be cleaned; response was that they are replaced once a year and that Pride does not clean them. Since they are the property of Pride, we can clean the area they are in but should not clean the cans themselves. Jane also asked about a comment from the August meeting that the sprinkler pipes are failing. Response was that issues will be dealt with as they occur, it would be too costly to replace all of them at once.

SECRETARY'S REPORT: Julie Helle: Julie requested a motion to approve the minutes from the August 14, 2023 meeting. The motion was made, was seconded, and approved.

ASSISTANT TREASURER REPORT: Judy West for Elena Madden: All 110 units were paid in full in August.

TREASURER REPORT: Irene Jordon

1. Funds on Hand at August 31, 2023:

- a. Total Reserves Funds on Hand \$789,682.55
- b. Total Operations Funds on Hand \$ 85,451.78
- c. Total Funds on Hand \$875,134.33

2. Check numbers 14211 through 14224 were issued for a total of \$35,707.95. There were 16 debit card charges totaling \$1,360.27. Checks outstanding at month end totaled \$10,781.54.

3. One CD at Washington Federal will come due in early October and following previous cases, the CD will be rolled over. The current value of the CD is \$58,870.24.

A motion was made to approve the Treasurer's report. The motion was made, was seconded, and approved.

NEIGHBORHOOD WATCH COORDINATOR: Lee Cunningham: Lee reported that she has passed out the packets to the block captains. The Tualatin Fire Department presentation on Friday, September 8th for all of Summerfield was very good and well attended. A women's defense class is scheduled for October.

NEWCOMER WELCOME, NEW RESIDENTS: Joan Mathews: Joan has welcomed and given information to the new residents in #46.

RESIDENT INFORMATION AND COMMUNICATION: Judy West: No report.

ARBORIST REPORT: Jim Cunningham: No report.

LANDSCAPE REPORT: Bob and Karen Markel:

Two trees have recently fallen; one fell on a garage. One tree was removed by Bob and he volunteered to help take out the other one.

A thank you was made for all who helped with the garage sale, especially to Peggy Sult, who coordinated the sale and Janet Giovannetti, who is keeping the money for distribution to the landscaping committee next spring. The upper fountain has been drained and cleaned. An oxidizer was installed which should keep the water clearer. The two fountains will also have a monthly maintenance program. A discussion was held regarding people allowing small children to wade in the fountain, how best to prevent this and if there is a liability risk. Donovan will check with our insurance carrier about the liability issue. Signs being posted was discussed and seen as detracting from the landscaping.

Fall clearing and cutting: will be done this fall. Grass in sidewalks will be removed and plants that intrude on the sidewalks will be cut back. Landscaping requests put in box 31 are placed in the order of date received and always answered personally. He thanked the owners who gave money to beautify the areas around their buildings. The contracts for Bright View for next year have been received.

Bob and Karen will be gone from September 21 until the first week of October.

MAINTENANCE REPORT: Paul Brock:

The Fountains received a report from Finnmark Property Services regarding their inspection of the decks. In the report from Finnmark recommended tightening the bolts of 276 railing posts. After a follow-up inspection conducted by maintenance committee members Paul Brock and Dave Smith, it was concluded that 88 of these posts should be tightened this year with the rest put on a watch list for future annual inspections. Paul also plans to get a cost estimate for tightening the railing posts from another company.

There was a leak along the west exterior wall of unit 89 which leaked into the unit and damaged the interior drywall. HOA Services completed exterior and internal repairs on September 6th.

The owners reported that there is still some discoloration on the carpet inside. Cleanway Carpet has been scheduled to clean the carpet and remove any stains.

OLD BUSINESS: none

NEW BUSINESS: Irene mentioned that it was time to begin the budgeting process for 2024. A meeting of the Maintenance Committee will start with a review of the Reserve Study. It is expected that there will be a budget-only board meeting which is open to everyone. The budget will be approved at the December Board Meeting.

Paul gave a big thank you to Bob and Karen for all their hard work on the landscaping.

NEXT MEETING: October 9th, 2023

MEETING ADJOURNED: the meeting was adjourned at 3:34 P.M.

Respectfully Submitted,

Julie Helle, secretary

FOUNTAINS BOARD OF DIRECTOR'S MEETING

DATE: 08/14/2023

The meeting was called to order at 3:00 P.M.

BOARD MEMBERS PRESENT: Donovan Madden, Chair, Irene Jordon, Treasurer, and Paul Brock, Maintenance, constituting a quorum.

OFFICERS PRESENT: Elena Madden, Assistant Treasurer, Bob and Karen Markel, Landscape, Jim Cunningham, Arborist Officer, Lee Cunningham, Neighborhood Watch Area Coordinator, Judy West, Resident Information and Communication, and Janet Giovannetti, Forum Editor.

RESIDENTS PRESENT: Barbara Stayton, #13 and Dottie Francis, #66.

SECRETARY'S REPORT: Donovan Madden, in the absence of Julie Helle, requested approval of the July 10, 2023 minutes. The motion was made, was seconded, and approved.

ASSISTANT TREASURER REPORT: Elena Madden: Judy West reported for Elena that all 110 units were paid in full in July.

TREASURER REPORT: Irene Jordon:

1. Funds on Hand at July 31 , 2023 :

- a. Total Reserves Funds on Hand \$ 715,027.97
- b. Total Operations Funds on Hand \$ 108,379.01
- c. Total Funds on Hand \$ 823 ,406.98

2. Check numbers 14191 through 14210 were issued for a total of \$36,147.16 . Due to printer issues, 6 checks were misprinted and were voided. Debit card charges totaled \$ 335.80. There was one EFT for \$522.00. Checks outstanding at month end totaled \$28,469.79.

3. One CD at Washington Federal will come due in early October and following previous cases, the CD will be rolled over.

The motion was made, was seconded, and approved to accept the treasurer's report.

NEIGHBORHOOD WATCH COORDINATOR: Lee Cunningham: The self-defense class will possibly be held in October. The green folder and emergency contact sheets were passed out.

NEWCOMER WELCOME, NEW RESIDENTS: New residents Ron and Kimberly Ramaeker have moved into #46. They have not yet received their official welcome.

RESIDENT INFORMATION AND COMMUNICATION: Judy West: No report.

FORUM EDITOR: Janet Giovannetti: Janet talked about the garage sale coming up on August 26.

ARBORIST REPORT: Jim Cunningham: Tree trimming on the west side of 114th Ct. is complete. No new trees will be planted until fall at the earliest.

LANDSCAPE REPORT: Bob and Karen Markel: Thank you to Louise Trotti, Greg Harrigan and all those involved from building 15518 in making their area beautiful. Your effort and work is looking outstanding. Check with Bob or Karen if you are thinking of doing a project on your own. Thanks to Jim Cunningham for trimming some trees between building 15514 and 15510. We were able to have that area re-seeded and it is looking good. Plans are in place to do several other areas.

Irrigation continues to be an issue. 20 year old valves and pipes are failing. There are still several areas to be addressed. Currently we are working on replacing plants. Crab grass will be sprayed in the next week or two.

MAINTENANCE REPORT: Paul Brock:

Regular maintenance is progressing well. Dave Smith and Paul Brock are managing two maintenance projects at the Fountains:

1. Seven locations on Fountain walkways have been identified as potential trip hazards due to high edges along the concrete. They can be corrected by grinding down the high edges. Dave and Paul are working with HOA Services to schedule a crew to perform this work.
2. The Fountains is planning to initiate a project this year to clean, repair, and seal exterior masonry window sills, repair chimneys when necessary and caulk exterior seams along windows where needed. Dave Smith is meeting with a technician from HOA Services to discuss this project and obtain ballpark cost estimates.

Finmark Property Services: An invoice and work summary have not yet been received for the repair work they performed on the upper decks the week of July 15.

OLD BUSINESS: None

NEW BUSINESS:

Comcast/Xfinity: Recently Barbara Stayton spent a lot of time working with Comcast/Xfinity to activate the Voice Remote. Barbara found that she did not have the correct remote; also, that this service had not been turned on by Comcast/Xfinity. All owners are eligible for the Popular Cable Package which includes one DTC box (called the X1box and (it has a clock on the front,) two DTA boxes and the X1 remote. Call the Bulk Customer phone number 855-307-4896 to get this equipment. Our account number is 8778 10 303 0229301. Barbara has offered to help if you have problems. Her phone numbers are: 503-968-0738 or 971-570-0352.

Parking on the street: Jim Cunningham mentioned that recently people are seen parking on the street for at least a couple of hours. Street parking is only for loading/unloading. Parking spaces are available for longer term parking.

Elena Madden stated that if your bank processes your monthly HOA payment, to check with them and make sure it is mailed to the new mailing address: The Fountains, Box 6, 10650 SW Summerfield Drive, Tigard, OR 97224.

NEXT MEETING: Monday, September 11, 2023

MEETING ADJOURNED: the meeting was adjourned at 3:34 P.M.

Respectfully Submitted,

Janet Giovannetti, Substitute Secretary and Julie Helle, Secretary

FOUNTAINS BOARD OF DIRECTOR'S MEETING

DATE: July 10, 2023

The meeting was called to order at 3:02 P.M.

BOARD MEMBERS PRESENT: Donovan Madden, Chair, Irene Jordon, Treasurer, and Paul Brock, Maintenance, constituting a quorum.

OFFICERS PRESENT: Elena Madden, Assistant Treasurer, Jim Cunningham, Arborist Officer, Lee Cunningham, Neighborhood Watch Area Coordinator, Joan Mathews, Newcomer's Welcome, Judy West, Resident Information and Communication, Janet Giovannetti, Forum Editor and Julie Helle, Secretary. Bob and Karen Markel, Landscape, were excused.

RESIDENTS PRESENT: Cyndy O'Brien, #92, Barbara Stayton, #13, Ruth Ann and Reno Tortora, # 48, Peggy Sult, #82, Jane Miller, # 91, Ann Arnold, # 41, Dottie Francis, # 66, Clare Engle, # 78, Patty McIntosh, # 46, Stella Vetrone, # 17, and Jean Madrid, #100. Cyndy announced that the Christmas party will be held on December 12th. The ballroom is reserved from 4:30-6:30 and dinner will be at 5:00. Volunteers are needed to help. Jane Miller asked about the deck shades and umbrellas. Donovan responded that a sub-committee will be set up and this will be discussed further. Jane also asked if residents buy plants for landscaping, if they will be reimbursed. Donovan responded that Bob and Karen will be, but not other residents. Stella Vetrone stated that her windows have not yet been washed and inquired when that will be done. Paul Brock, the resident coordinator for window washing and Stella will discuss it together today after the meeting. Peggy Sult is interested in having a Fountains wide garage sale with the proceeds to go to landscaping. Peggy is willing to organize this. It will be held near the lower fountain area rather than from individual garages.

SECRETARY'S REPORT: Julie Helle: Julie requested a motion to approve the June 12, 2023 minutes. The motion was made, was seconded and approved.

ASSISTANT TREASURER REPORT: Elena Madden: 110 units were paid in full in June. Elena thanked Judy West for assisting when Elena was gone.

TREASURER REPORT: Irene Jordon:

1. Funds on Hand at June, 2023:

a. Total Reserves Funds on Hand	\$696,311.30
b. Total Operations Funds on Hand	\$ 98,029.33
c. Total Funds on Hand	\$794,340.63

2. Check numbers 14177 through 14190 were issued for a total of \$34,567.15. There were 7 debit card charges for \$582.67. Checks outstanding at month end totaled \$25,023.29.

A motion was made, was seconded and approved to accept the treasurer report.

NEIGHBORHOOD WATCH COORDINATOR: Lee Cunningham: Lee attended the Safety Disaster Committee meeting. Because the Summerfield Neighborhood Watch committee is no longer in existence, the safety committee took over those duties. They meet the 3rd Monday of the month. The red emergency health cards are available, which Lee will share with the block captains. They are very helpful to the EMT's when an ambulance is called. The Safety Committee needs more members.

NEWCOMER WELCOME, NEW RESIDENTS: Joan Mathews: No new residents.

RESIDENT INFORMATION AND COMMUNICATION: Judy West: No new residents.

FORUM EDITOR: Janet Giovannetti: Janet will put in information about the Holiday party and the service dog presentation on July 20th. Information about the garage sale and urine yellowed grass will be added after Janet talks to Peggy and Bob and Karen. Janet said the lost glasses have not been claimed. She clarified that they are prescription but not sun glasses.

ARBORIST REPORT: Jim Cunningham: Jim reported that the tree trimming is completed. Seven dead or diseased trees were removed and tree branches were trimmed away from roofs on the east side. A dead tree was removed near the fence on the west side. Several dead branches will also need to be removed on the west side. It was mentioned to Jim that there are still branches on the roof of building 15430, unit 88. This year the arborists worked mostly on the east side of 114th Court; next year they will concentrate on the west side.

LANDSCAPE REPORT: Bob and Karen Markel: No report, not present.

MAINTENANCE REPORT: Paul Brock: Maintenance is continuing as expected.

OLD BUSINESS: Donovan thanked Cyndy for her work on the picnic.

NEW BUSINESS: Donovan briefly mentioned the email sent to all residents about the dead squirrels. He re-iterated that repellents only can be used. Poison is not allowed because of the danger it poses to residents and pets. Acceptable repellants are

1. ANEWNICE Squirrel Repellent from Amazon.
2. SUAVEC Squirrel Repellent which can be found at <https://a.co/d/bobkkuV>

NEXT MEETING: August 14, 2023

MEETING ADJOURNED: the meeting was adjourned at 3:26 P.M.

Respectfully submitted,

Julie Helle, Secretary

FOUNTAINS BOARD OF DIRECTOR'S MEETING

DATE: June 12, 2023

The meeting was called to order at 3:00 P.M.

BOARD MEMBERS PRESENT: Donovan Madden, Paul Brock, and Irene Jordon, constituting a quorum.

OFFICERS PRESENT: Elena Madden, Assistant Treasurer, Bob and Karen Markel, Landscape, Jim Cunningham, Arborist Officer, Lee Cunningham, Neighborhood Watch Area Coordinator, Judy West, Resident Information and Communication, Janet Giovanetti, Forum Editor and Julie Helle, Secretary. Joan Mathews, Newcomer Welcome, New Residents, was not present.

RESIDENTS PRESENT: Neal Sanders, # 5, Barbara Stayton, # 13, Ann Arnold, # 41, David House, # 77, Cyndy O'Brien, # 92, Stella Vetrone, # 17, Susan Reinhart, # 20, Patty McIntosh, #46, Patricia Goytia, # 16, Clare Engle, # 78. Dottie Francis, # 66. Cyndy talked about the BBQ planned for June 23rd and that Peggy Sult is interested in having a Fountains wide garage sale with the proceeds to go to landscaping. Stella informed the board that some of her windows were not washed when all were done in the Fountains.

SECRETARY'S REPORT: Julie Helle: Julie requested a motion that the minutes be approved for the regular meeting on May 8th, 2023. The motion was made, seconded, and approved. Julie requested a motion that the minutes be approved for the special board meeting on May 15, 2023. The motion was made, seconded, and approved.

Donovan Madden then excused all non-voting members of the board and the residents for the voting members to go into an executive session to discuss a second offer the insurance company made following the board's rejection of the first offer. Upon re-opening the meeting, it was moved and seconded to accept the offer of \$55,000 and the motion was approved. Our attorney Stuart Cohen had advised accepting this offer and it was stated that this is enough to cover the cost of repairing the decks. The contractor is to start work on them on July 10th.

ASSISTANT TREASURER REPORT: Elena Madden: all 110 units paid in full in May.

TREASURER REPORT: Irene Jordon:

1. Funds on Hand at May, 2023:

a. Total Reserves Funds on Hand	\$676,581.15
b. Total Operations Funds on Hand	\$ 79,195.43
c. Total Funds on Hand	\$755,776.58

2. Check numbers 14160 through 14176 were issued for a total of \$41,217.22. There were 20 debit card charges for \$1,632.17. Checks outstanding at month end totaled \$7,712.66.

3. As approved by the Board in April, \$200,000 was transferred from HomeStreet Bank Reserve Account to Washington Federal where 2 \$100,000 CD's were purchased. This transaction reduced the HOA balance of funds in HomeStreet below the FICA level. A motion was made, was seconded, and approved to accept the treasurer report.

NEIGHBORHOOD WATCH COORDINATOR: Lee Cunningham: Lee reported that the van that was parked up on Naeve is gone; someone mentioned that it is back again. Lee informed the board that the Neighborhood Watch committee for all of Summerfield has dispersed. She plans to attend the next Disaster Preparation Committee meeting.

RESIDENT INFORMATION AND COMMUNICATION: Judy West: No report, there are no new residents currently.

FORUM EDITOR: Janet Giovannetti: Janet will publicize the BBQ to be held on June 23rd and inform residents that Mary Shute found a pair of prescription sun glasses near the entry for units 71 to 74. Janet will also share information from an FBI fiber security meeting that she plans to attend on Thursday and that volunteers are needed to remove spent blooms from the rhododendron bushes.

ARBORIST REPORT: Jim Cunningham: Jim will be getting bids to remove a dead trees and trim branches away from roofs on the east side of 114th Ct.

LANDSCAPE REPORT: Bob and Karen Markel: 5 residents assisted Karen to plant flowers around the upper fountain. Their help was appreciated. The total cost for the plants and mulch was about \$600. It was noted that Brightview doing it would have cost more with no mulching. Let Karen know if you want to remove spent blooms from the rhododendrons. Gloves are suggested as the blooms are sticky. A big thank you goes to Dave Smith for his work power washing the sidewalks. Bob will be working with Brightview regarding cost for replacing sprinkler parts and has also received a one year contract from Brightview to be considered. Nine landscaping companies were contacted but only Brightview responded.

MAINTENANCE REPORT: Paul Brock: Curb painting will extend through 06/13.

OLD BUSINESS: None

NEW BUSINESS: It was noted that the color of burgundy is no longer available when people want to replace their deck awnings or umbrellas. As stated in Article 9, S. 5, burgundy is the only color that can be used. The board will need to address this and possibly revise the Article.

NEXT MEETING: July 10th at 3:00 P.M. in the conference room of the clubhouse.

MEETING ADJOURNED: the meeting was adjourned at 3:35 P.M.

Respectfully Submitted,

Julie Helle, Secretary

FOUNTAINS SPECIAL BOARD MEETING

DATE: May 15, 2023

The meeting was called to order at 3:00 P.M.

The purpose was to allow the Fountains board to respond to a settlement offer made by our deck contractor's insurance company.

Directors present were Paul Brock and Donovan Madden, constituting a quorum. Irene Jordon was excused. The board's attorney Stuart Cohen was also present.

Board officers present were: Elena Madden, Assistant Treasurer, Jim Cunningham, Arborist, Bob and Karen Markel, Landscape, Janet Giovannetti, Forum Editor, Joan Mathews, Newcomer welcome, and Julie Helle, Secretary.

Residents present were: Gunther Schulze, #18, Clare Engle, #78, Ken Miller, #64, Reno Tortora, #48, LeRoy and Alyce Vick, #60, David House, #77, Peggy Sult, # 82, Larry Hutchinson, #109, Dottie Francis, # 66, Neal Sanders, #5, Ann Arnold, #41, Joy Reedy, #6, and Sharon Keller, # 101.

Donovan Madden called the meeting to order at 3:00 P.M. All residents and board officers were then excused so the directors could go into executive session with the attorney to discuss the settlement offer.

The meeting re-convened at 3:15 following the Executive Session. Attorney Stuart Cohen addressed residents and the board concerning the decks, reiterating what the deck problems are and what will need to happen to address them, as was also well explained at our annual meeting by Zach Howell of Bear Consulting. He also said the contractor who performed the work does have the proper certification and licensing to work on condos.

Stuart also explained where we are in the negotiating process. The board sent a demand to the contractor's insurance company for an amount to cover the work that needs to be done to bring the decks up to code. The insurance company then "countered," or replied, offering another amount. A resident asked if the board would go into mediation. Stuart explained the countering system, that we are essentially doing it now without the cost of mediation. Countering can occur multiple times until one side or the other accepts. If no amount is accepted, Stuart said, then mediation could occur.

Paul Brock emphasized that even though the decks have some problems, all the decks are safe. It was also discussed that these buildings are aging, so repairs and maintenance are expected.

The motion was made, was seconded and approved to send a counter offer to the insurance company. The meeting was adjourned at 3:40 P.M.

Respectfully Submitted,

Julie Helle, Secretary

FOUNTAINS BOARD OF DIRECTOR'S MEETING

DATE: May 8, 2023

The meeting was called to order at 3:00 P.M.

BOARD MEMBERS PRESENT: Donovan Madden, Chairperson, Irene Jordon, Treasurer and Paul Brock, Maintenance, were present, constituting a quorum. Officers present were Elena Madden, Assistant Treasurer, Jim Cunningham, Arborist, Lee Cunningham, Neighborhood Watch, Bob and Karen Markel, Landscape, Janet Giovannetti, Forum Editor, Joan Mathews, Newcomer welcome, Judy West, Resident Information and Communication and Julie Helle, Secretary.

RESIDENTS PRESENT: Dottie Francis, Unit 66, Reno Tortora, Unit 48, Clare Engle, Unit 78, Ann Arnold, Unit 41 and Ellen Marlow, Unit 49. Residents had no concerns or questions.

SECRETARY'S REPORT: Julie Helle: Julie requested a motion to approve the April 10, 2023 board minutes. The motion was made, was seconded and approved.

ASSISTANT TREASURER REPORT: Elena Madden: Elena reported that all 110 units were paid in full in April.

TREASURER REPORT: Irene Jordon:

1. Funds on Hand at April, 2023:

a. Total Reserves Funds on Hand	\$655,415.90
b. Total Operations Funds on Hand	\$ 84,937.80
c. Total Funds on Hand	\$740,353.80

2. Check numbers 14150 through 14159 were issued for a total of \$28,992.28. There was one reserve resident reimbursement for \$784.30. There were twelve debit card charges for \$663.84. Checks outstanding at month end totaled \$4,407.68. There was one deposit in transit for \$1,000.00. There was one EFT transaction for \$3,670.89.

3. Home Street bank has funds totaling more than \$250,000 which is the FDIC limit. Contact was made with 4 banks in the immediate vicinity; Key Bank, US Bank, Bank of America and Chase. Basically, CD interest rates are very similar around 4.2+% as are the length of time to maturity. The motion was made, was seconded and approved to move \$200,000 from Home Street Reserve MM to a Key Bank CD. Arrangements will be made to complete the set up this week. The motion was made, was seconded and approved to accept the Treasurer report.

NEIGHBORHOOD WATCH COORDINATOR: Lee Cunningham: There is a blue van parked up on Naeve that it is believed someone is living in. Lee said she will contact the Tigard police to check on it.

NEWCOMER WELCOME, NEW RESIDENTS: Joan Mathews: The new resident Stan Olheiser, in # 33 has been welcomed.

RESIDENT INFORMATION AND COMMUNICATION: Judy West: A question was asked if packets are still being given to new residents. Judy replied that they are.

FORUM EDITOR: Janet Giovannetti: Several items were suggested for the upcoming forum; mentioning the blue van up on Naeve that someone seems to be living in and information about the new owner in #33. A bat has been seen on a resident's deck, so all will be requested to check for signs of bats living on or under decks or in building nooks. A company from Vancouver can come and spray for them to make them leave. It is illegal to kill them. Comments were also made about damage squirrels are doing. Paul said he has a product, "Rodent Sheriff" that may be used to discourage the squirrels.

ARBORIST REPORT: Jim Cunningham: Jim has tagged dead trees and trees that have damage from the winter storms for when the arborists come. The arborists will also trim trees five feet away from roofs.

LANDSCAPE REPORT: Bob and Karen Markel: A thank you to David and Susan for providing begonias that were planted in front of the Fountains sign on Summerfield Drive. The sprinkler system will be turned on by Bright View next week. Bob is going to check that they are working properly and residents are also requested to let Bob know if they see any problems with the sprinklers. More begonias will be bought to be planted near the upper fountain the week after next. People who have offered will be contacted to help, also to help with spreading bark.

MAINTENANCE REPORT: Paul Brock:

Power washing: Bob Markel and Dave Smith will power wash the sidewalks and walkways around the Fountains starting later this week or early next week. The board greatly appreciates them volunteering their time to do this.

Address Signs: Five of our address signs had faded greatly due to the weather. Dave Smith removed the signs, transported them to Signs Now to be re-painted, transported them back and replaced them in their spaces. Dave's help is greatly appreciated. The cost was \$356.92.

Plumbing Inspection: The plumbing inspection is still in progress; 13 of the 19 cleanouts have been scoped and inspected. Only one of the 13 lines, the line from building 15271, (Units 107-110) had some very small roots 4 feet down that were less than 1/4th inch in diameter. Zeb Jubb of HOA Services stated that as a temporary repair, these roots can be easily removed with a cutter snake. A complete repair will require a section of the sewer line to be replaced.

Deck Maintenance: We are still waiting for an estimate from the company that Zach Howell of Bear Consulting Services recommended. The cost estimate will be based on recommendations made in Zach's report, "Preventative Maintenance Protocol and Schedule for the decks."

Summit Pest Management has completed spraying for ants.

Paul will email Wayfair Pest Management about the bats.

OLD BUSINESS: None

NEW BUSINESS: None

NEXT MEETING: Monday, June 12th at 3:00 P.M.

MEETING ADJOURNED: the meeting was adjourned at 3:30 P.M.

Respectfully Submitted,

Julie Helle, Secretary

FOUNTAINS BOARD OF DIRECTOR'S MEETING

DATE: April 10, 2023

The meeting was called to order at 3:00 P.M.

BOARD MEMBERS PRESENT: Donovan Madden, Chair, Irene Jordon, Treasurer and Paul Brock, Maintenance. This constitutes a quorum.

OFFICERS PRESENT: Bob and Karen Markel, landscape, and Judy West, Resident Information and Communication.

RESIDENTS PRESENT: Cyndy O'Brien, #92; Ann Arnold, # 41, Dottie Francis, #66, Patty McIntosh, #46 and Clare Engle, # 78.

SECRETARY'S REPORT: Julie Helle: Julie requested a motion to correct the February 13, 2023 minutes. Clare Engle's unit number was listed as # 71; it is #78. The motion was made, was seconded and approved. Julie also requested the board to approve the minutes for the March 13, 2023 minutes. The motion was made, was seconded and approved.

ASSISTANT TREASURER REPORT: Donovan Madden for Elena Madden: 110 Units paid in full in March.

TREASURER REPORT: Irene Jordon

1. Funds on Hand at March, 2023:

a. Total Reserves Funds on Hand	\$635,263.27
b. Total Operations Funds on Hand	\$128,495.55
c. Total Funds on Hand	\$763,758.82

2. Check numbers 14134 through 14149 were issued for a total of \$77,334.86. There was one reserve resident reimbursement for \$505.00. There were four debit card charges for \$202.38. Checks outstanding at month end totaled \$52,230.74. There was one EFT transaction for \$761.25.

Our HOA insurance policies run from April 1 to March 31. Our carrier made changes to their preferred payment options and a check was issued to American Family for the Master Insurance Policy for \$44,050.65 which created a Prepaid Insurance account in the Balance Sheet. The monthly amount will be amortized over the life of the policy starting in March for April coverage. Our insurance agent worked with us to get the change implemented. In addition, we verified with our CPA firm, Schwindt, that including a Prepaid Insurance account on our Balance Sheet would not impact our cash basis accounting. The new Certificate of Insurance was posted on the web site on April 4th. A motion was made, seconded and approved to approve the Treasurer report.

The financial review for 2022 has been completed. A motion to accept the financial review was made, was seconded and approved. Copies will be available and it will be posted on the web site.

NEIGHBORHOOD WATCH COORDINATOR: Lee Cunningham: Not present, no report.

NEWCOMER WELCOME, NEW RESIDENTS: Joan Mathews: Not present, no report.

RESIDENT INFORMATION AND COMMUNICATION: Judy West: Judy West, also reporting for Joan Matthews, said they do not yet have any information on the new resident.

FORUM EDITOR: Janet Giovannetti: Excused. Janet had asked Paul if there was anything to add to the forum; Janet will try to get it out soon.

ARBORIST REPORT: Jim Cunningham: Not present, no report.

LANDSCAPE REPORT: Bob and Karen Markel: It has been too wet to mow. The Oregon Health Department reported that five Japanese Beetles have been found in Summerfield. Once it dries up some, spraying will be done to eliminate them, as they are a destructive and invasive species.

MAINTENANCE REPORT: Paul Brock:

Exterior window washing and screen repair: Window washing and picking up screens that need repair will start on April 24th. 10 days prior, an email will go out to all residents and a notice posted in each lobby.

Plumbing Inspection: The Fountains reserve study recommends that a plumbing inspection be performed periodically, including scoping all the sewer lines on our property and doing main line pressure tests on water supply lines to all our buildings. HOA Services provided an estimate of \$2, 231.00, which is much lower than the amount in the reserve study of \$6,675.00. HOA Services can also complete the work.

The motion was made, was seconded and approved to have HOA Services complete the inspection.

Deck Maintenance: Written reports submitted by Zach Howell of Bear Consulting Services, the Peer Review of PONO Deck Assessment and the Preventative Maintenance Protocol & Schedule for Decks have been emailed to Fountains owners. Zach Howell recommended a vendor to do the Year 1 maintenance and repair work on our decks. This vendor's technical specialists will be able to understand Zach's reports and apply the recommended procedures appropriately. We will make contact soon for a cost estimate.

OLD BUSINESS: None

NEW BUSINESS: None

NEXT MEETING: Monday, May 8 at 3:00 P.M.

MEETING ADJOURNED: the meeting was adjourned at 3:23 P.M.

Respectfully Submitted,

Julie Helle, Secretary

FOUNTAINS BOARD OF DIRECTOR'S MEETING

DATE: March 13th, 2023

The meeting was called to order at 3:00 P.M.

BOARD MEMBERS PRESENT: Irene Jordon, Treasurer, Paul Brock, Maintenance and Donovan Madden, elected to serve on the board at the annual meeting on March 10th. Since the positions of Treasurer and Maintenance are filled and not yet expired, Donovan Madden will serve as Chair. This constitutes a quorum. Donovan introduced himself to the board and shared his experiences serving in Vietnam doing technical writing for airplanes. He explained that each part in an airplane has their own manual for maintenance and repair. They also lived in California for many years; then Donovan was given a position doing technical writing for a company in Wilsonville. Following that, they decided to stay in Oregon, eventually settling in the Fountains at Summerfield. Elena Madden, who is currently serving as assistant treasurer, is his wife.

OFFICERS PRESENT: Elena Madden, Assistant Treasurer, Bob Markel, Landscape, Jim Cunningham, Arborist Officer, Lee Cunningham, Neighborhood Watch Coordinator, Joan Mathews, Newcomers Welcome, Janet Giovannetti, Forum Editor and Julie Helle, Secretary. Judy West, Resident Information and Communication and Karen Markel were not present.

RESIDENTS PRESENT: Karen Black, #58, Clare Engle, #78, Ann Arnold, #41, Neal Sanders, # 5, Cyndy O'Brien, #92, Patricia Goytia, # 16, Stella Vetrone, #17, Dottie Francis, # 66 and Lorry Christian, # 67. Lorry shared that she thought the annual meeting was very good and the presentation by Bear Consultants was explained well in terms that everyone understood.

SECRETARY'S REPORT: Julie Helle: Julie requested a motion to approve the February 13, 2022 secretary's report. The motion was made, was seconded and approved.

ASSISTANT TREASURER REPORT: Elena Madden: 109 units were paid in full in February and the 110th unit will be paid at the end of March.

TREASURER REPORT: Irene Jordon

1. Funds on Hand at February, 2023 :

- a. Total Reserves Funds on Hand \$ 618,329.32
- b. Total Operations Funds on Hand \$ 119,930.33
- c. Total Funds on Hand \$ 738,259.65

2. Check numbers 14120 through 14133 were issued for a total of \$27,480.71 . There was one reserve payment for \$ 3,836.76 . There were no debit card charges. Checks outstanding at the end of the month end totaled \$ 4,924.26.

3. The matured CD was rolled over and \$80,000 was added to the CD balance from our money market account.

The board continues to evaluate the best solution for the amounts deposited at Home Street bank. Our total accounts are in excess of the FDIC limit of \$250,000.

NEIGHBORHOOD WATCH COORDINATOR: Lee Cunningham: no report.

NEWCOMER WELCOME, NEW RESIDENTS: Joan Mathews: #33 has sold, but Joan does not have any information yet.

FORUM EDITOR: Janet Giovannetti: Janet plans to include the new vender list in the Forum, and summarize the report from Bear Consulting. Paul asked that Janet add a request for residents to notice if any path lights are out; if any are, to notify Paul by placing a request in Box 31.

ARBORIST REPORT: Jim Cunningham: Jim reported that there was no storm damage to any trees. Tree trimming near the buildings will not be done until the weather becomes drier.

LANDSCAPE REPORT: Bob Markel: Bob also reported that not much will happen with landscaping until it is drier. Karen will be asking for assistance planting some flowers around the upper fountain when the weather gets better.

MAINTENANCE REPORT: Paul Brock: The new vender list handed out at the annual meeting will be placed on the website. The website is now managed by Diane Trainer.

OLD BUSINESS: None

NEW BUSINESS: Jim Cunningham: on behalf of the Maintenance Sub Committee, Jim requested a motion that a demand letter be sent to the vender, the vender's attorney and the vender's insurance company regarding the vender's work done on the decks. The motion was made, was seconded and approved.

The final reserve study is done and approved. It will be posted on the website.

NEXT MEETING: The next regular meeting of the Fountains Board of Directors will be on Monday, April 10 at 3:00 P.M.

MEETING ADJOURNED: the meeting was adjourned at 3:25 P.M.

Respectfully Submitted,

Julie Helle, Secretary

FOUNTAINS BOARD OF DIRECTOR'S MEETING

DATE: 02/13/2023

The meeting was called to order at 3:00 P.M.

BOARD MEMBERS PRESENT: Barbara Stayton, Chairman, Irene Jordon, Treasurer, Paul Brock, Maintenance, constituting a quorum. Other officers present were Elena Madden, assistant treasurer, Jim Cunningham, Arborist, Lee Cunningham, Area Neighborhood Watch Coordinator, Joan Mathews, Newcomers Welcome, Judy West, Resident Information and Communication, Janet Giovannetti, Forum Editor and Julie Helle, Secretary. Bob and Karen Markel were excused.

RESIDENTS PRESENT: Peggy Sult, # 82, Dottie Francis, # 66, Clare Engle, # 71, Neal Sanders, # 5 and Ann Arnold, # 41. No residents had any questions or concerns.

SECRETARY'S REPORT: Julie Helle: Julie requested a motion to approve the January 9, 2023 minutes. It was moved and seconded and the minutes were approved.

ASSISTANT TREASURER REPORT: Elena Madden: All 110 residents paid their condo fees in January.

TREASURER REPORT: Irene Jordon

1. Funds on Hand at January, 2023:

458.Total Reserves Funds on Hand \$601,458.54

459.Total Operations Funds on Hand \$113,676.54

460.Total Funds on Hand \$715,135.08

2. Check numbers 14102 through 14119 were issued for a total of \$40,975.87. There was one reserve payment for \$2,800. There were three debit card charges totaling \$143.43. Checks outstanding at month end totaled \$4,972.50. There is a CD that matures on February 13. Recommend that the CD be rolled over to a 13 month CD with a rate of 4.15% The motion was made, was seconded and passed.

4. WA Federal has a money market balance of \$100,000. It was recommended that at least \$80,000 be rolled into a CD for 13 months at the rate of 4.15%. This can be rolled into the balance of the CD maturing on February 13. The motion was made, was seconded, and approved.

5. A motion was also made to move \$80,000 from Home Street reserve money into a thirteen month CD. The motion was made, seconded and approved.

6. All accounts at Home Street Bank total over the FDIC insurance limit of \$250,000. The Treasurer will pursue options to move some of this money to other banks. The motion made, was seconded and approved to accept the Treasurer Report.

NEIGHBORHOOD WATCH COORDINATOR: Lee Cunningham: Lee met with one resident who didn't know that they were a block captain. The resident is organized and up to date now.

NEWCOMER WELCOME, NEW RESIDENTS: Joan Mathews: Unit 33 was sold after being on the market only a few days. The sale is pending. It was noted that units in the Fountains go very quickly after being listed. Joan will meet with the new owner after they move in.

RESIDENT INFORMATION AND COMMUNICATION: Judy West: no report.

FORUM EDITOR: Janet Giovannetti: The annual meeting is coming up February 24th at 1:00 P.M. Barbara requested that Janet remind people of the meeting and also to get a proxy or an absentee form if they cannot attend the meeting. The Fountains needs a quorum in order to hold the meeting; Barbara explained that a proxy vote will be to authorize another resident to submit a vote for the resident and that an absentee ballot requires the vote of the absent owner to be submitted.

ARBORIST REPORT: Jim Cunningham: Jim said that tree trimming to get the trees away from buildings will not be done just yet. Barbara said that there is a tree growing over the steps on her building. Jim said probably Bright View could do that one.

LANDSCAPE REPORT: Bob and Karen Markel: No report.

MAINTENANCE REPORT: Paul Brock: Gutter cleaning and repair: a gutter on the western edge of building 15483 was leaking. This section of the gutter has rust damage and will need to be replaced. HOA Services is working on an estimate to replace it.

Bear Consulting services: The recent peer review of the PONO Deck assessment conducted by Zach Howell of Bear Consulting Services is available upon request to any owner. Zach will also speak about the findings in his review at the Fountains Annual Meeting on February 24th.

MAINTENANCE COMMITTEE SPECIAL MEETING: Jim Cunningham: Bear Consulting has recommended that the decks can be repaired rather than replaced. Bear Consulting can set up a plan for the repair that may be needed, a maintenance schedule and will also recommend contractors to do the work. The cost of creating the plan is \$2,500. The motion was made, seconded and approved to have Bear Construction create a plan for maintenance and repair of the decks.

OLD BUSINESS: Plans for setting up and facilitating the annual meeting on February 24th were discussed in detail. There will be three items of business: Approval of the March 17, 2022 minutes, Election of a resident to fill the vacant position on the Board of Directors and the approval of IRS REVENUE RULING 70-604. This is needed at our accountant's request to allow that any excess funds be assigned to the operations fund to be used in subsequent years.

NEW BUSINESS: None

NEXT MEETING: The next regular monthly meeting will be Monday, March 13th at 3:00 P.M.

MEETING ADJOURNED: the meeting was adjourned at 3:41 P.M.

Respectfully Submitted,

Julie Helle, Secretary

FOUNTAINS BOARD OF DIRECTOR'S MEETING

DATE: January 9, 2023

The meeting was called to order at 3:00 P.M.

BOARD MEMBERS PRESENT: Barbara Stayton, Chair, Irene Jordon, Treasurer, and Paul Brock, Maintenance, which constituted a quorum. Also present were Elena Madden, Assistant Treasurer, Bob and Karen Markel, Landscape, Jim Cunningham, Arborist Officer, Lee Cunningham, Neighborhood Watch Coordinator, Janet Giovannetti, Forum Editor and Julie Helle, Secretary. Joan Mathews and Judy West were excused.

RESIDENTS PRESENT: Karen Black, #68, Cyndy O'Brien, # 92, Dottie Francis, # 66, Patty McIntosh, #46, Peggy Sult, #82, Ann Arnold, # 41 and Neal Sanders, #5. Patty McIntosh asked why insurance deductibles were paid from the reserve funds. Karen Black said that she needed information about the duties of a block captain.

SECRETARY'S REPORT: Julie Helle: Barbara stated that the minutes for the September 12, 2022 minutes were not in the minutes as approved. A motion was made to approve the minutes for the September 12th board meeting. The motion was seconded and approved. A motion was made to approve the December 12, 2022 minutes. The motion was seconded and approved.

ASSISTANT TREASURER REPORT: Elena Madden: Elana reported that all 110 units condo fees were paid in full in December.

TREASURER REPORT: Irene Jordon

Treasurer's Report

1. Funds on Hand at December 31, 2022:

a. Total Reserves Funds on Hand	\$589,758.90
b. Total Operations Funds on Hand	\$ 89,573.22
c. Total Funds on Hand	\$679,332.12

2. Check numbers 14086 through 14101 were issued for a total of \$35,773.65. There were two reserve payments totaling \$7,961.45. There were two debit card charges totaling \$166.46. Checks outstanding at month end totaled \$9,498.19 and deposit outstanding at month end was \$7,961.45.

3. The CD that matured on December 26 was rolled over to a 13-month, 3.9% interest.

Barbara stated that the end of year financial report plus the balance sheet will be sent to all residents either by email or hard copy.

NEIGHBORHOOD WATCH COORDINATOR: Lee Cunningham: Lee has not been able to contact the new resident in # 61, Judy Wehrman, due to an inactive phone listing. Barbara will give Lee an email for Judy. A motion was made for Karen Black to serve as block captain for area 6. The motion was seconded and approved. Lee stated that she has information for Karen.

FORUM EDITOR: Janet Giovannetti: Janet will be sending out a forum letter soon. It will include information about the annual meeting, including that nominations are open the next two weeks for a board chair.

ARBORIST REPORT: Jim Cunningham: no report

LANDSCAPE REPORT: Bob and Karen Markel: Bright View is trimming the Rhododendrons. The fountains will be cleaned and turned on again the end of February. Bright View has dropped the gas surcharge for next month.

MAINTENANCE REPORT: Paul Brock: The peer review of PONO will be released soon and copies provided to all residents. Dry rot was repaired on the garages for units 85, 86, 87, and 88.

OLD BUSINESS: The date for the annual meeting is set for 02/24/2023 at 1:00 P.M. Residents may sign in at 12:45. Election for a new board chairperson will be held; Donavon Madden has been nominated, but nominations will be open for two weeks. There will be a drawing for 16 Trader Joes gift cards for \$25 each. Ideas for speakers shared at the meeting were having Comcast speak and/or review bills again, have the fire marshal come to talk about fire safety and information to have ready for a medical emergency, and Paul Brock to talk about maintenance. Residents will be encouraged through the forum to add their ideas.

It was suggested for another year to recognize the many volunteers who help with maintenance, landscaping, and other duties.

NEW BUSINESS: WEBSITE MANAGER: Diane Trainer was nominated to serve as website coordinator for the Fountains. The motion was made, seconded and approved.

Meeting attendants were excused for the closed Executive Session. The meeting was reconvened after the Executive Session was completed. No actions or motions resulted from the Executive Session.

NEXT MEETING: The next Fountains Board of Director's meeting will be held on Monday, February 13, 2023 at 3:00 P.M.

MEETING ADJOURNED: The Board Meeting was adjourned at 3:47 PM.

Respectfully Submitted,

Julie Helle, Secretary