



August 15, 2017

Board meeting minutes

7:13 pm - meeting called to order. Present: Jennifer Meltzer, Gillian Fischer, Michelle Sparks, Cliff Lewis, and Doug Priest, Clara Taylor participated by phone

Motion: Gillian moved to appoint Michelle Sparks and Cliff Lewis to the board as directors at large. Jennifer seconded the motion. **Motion passed.**

Motion: Jennifer moved to approve the minutes of the June meeting as presented. Gillian seconded the motion. **Motion passed.**

OPERATIONS (Doug)

Capital Improvement Plan – Doug and David will attend a tour of the pilot plant at Monmouth and will discuss the Capital Improvement Plan with Ed at that time. The City of Salem connection and the proposed filter plant were discussed and explained for the new board members. Doug has not been contacted about a system survey yet.

Water main leak – Tabled till fall.

Gravel – Gravel has not been laid on the Kelly road yet. David may have time at the end of the month. The Board would like Doug to set a deadline, if David cannot get it done within that time, the board will hire the job out.

Filter system – Doug and David will be meeting with Ed to view the pilot system in Monmouth. The filter system will be installed in Jan/Feb 2018.

Leak at Board room – The leak has been repaired by the City of Salem. They also performed a locate for the lines around the wells and board room.

OFFICE UPDATE (Staff)

August billing/Account updates – The August billing was sent out with no issues. The bank foreclosing on the Stoebig home call and was informed the share had been revoked and any new owner of the home would need to purchase a share from the association for \$5,000.

ACH online billing – OHWA needs to complete an application to be sent to the merchant services company. Gillian will be the authorized signatory. Once that is completed, a link will be put on the OHWA website.

Share Transfers – Steve Riley and Susan Chavez asked about the transfer of the share on property they were selling and if it could be refunded to them. They were told according to the bylaws shares were transferred with the property, not refunded. The share price could be added into the price of the house.

Insurance renewal – The D&O insurance has been renewed.

Backflow Policy – Jay Hansen attended the board meeting as a guest to discuss OHWA's new backflow testing requirements. He requested he be able to perform his own backflow test and be refunded the fee charged by the association. The board discussed the back flow issue for the two Landagard properties. Policy #6 states it is the

responsibility of the board to test backflows. The board did not feel that we could make an exception. Tabled until we receive written statement from Jay Hansen.

TREASURER'S REPORT (Staff)

Staff reviewed the July financials. Total assets for the association year to date are \$1,275,352.40. Income for July was \$22,939.76. Total July operational expenses were \$14,083.42.

8:52 pm --Meeting adjourned, the next meeting will be Tuesday, September 19, 2017.

Respectfully submitted
Mary Tucker
Strategy Management, LLC