



October 16, 2018

### **Board meeting minutes**

7:17 pm - meeting called to order. Board members present: Michele Sparks, Jennifer Meltzer, Clara Taylor, Clifton Lewis

**Motion:** Jennifer moved to approve the minutes of the September meeting as amended. Clara seconded the motion. **Motion passed.**

### **OPERATIONS** (Jennifer)

*Capital Improvement Plan* – There is still no draft plan from 4B Engineering. Doug will meet with Ed.

*Filtration Plant* – OHWA may need to perform another CT test, but the association does have provisional permission to move forward, final approval will require some usage data. Doug feels the plant can be constructed by the end of the year.

*COS agreement/pricing increase* – Jennifer attended the City Council meeting on October 8<sup>th</sup>. The 7.5% surcharge will still be included in the wholesale water price. The board reviewed the COS/OHWA agreement amendments, which will have COS take over billing for Landaggard and renew our 2011 agreement with the city. Jennifer will send documents via email for review and an email vote to approve/reject will be taken. COS needs the decision by October 23<sup>rd</sup>.

### **OFFICE UPDATE** (Staff)

*October billing/Account updates* – No issues.

**Motion:** Clara moved to approve the share transfer from

1. Dan Allen to Homes for our Troops at 2210 38<sup>th</sup> Ave NW
2. Bodine to Loomis at 3712 Echo Dr NW
3. Mel and Donna Potts to Randy Fultz – both lots 400 and 401 on Orchard Heights Rd
4. Dana Fadley to Tami Goodwin at 4587 Orchard Heights Rd

Jennifer seconded the motion. **Motion passed.**

*Annual Meeting* – The Annual Meeting will be held Tuesday, November 13<sup>th</sup>. Staff will update the powerpoint presentation.

*2019 Budget* – The board discussed the second draft of the 2019 budget. **Motion:** Jennifer moved to approve the 2019 budget after check on the bank charges. Michele seconded the motion. **Motion passed.**

### **TREASURER'S REPORT** (Staff)

Staff reviewed the September financials. Total assets for the association were \$1,312,998. Income for September was \$18,531. Total August operational expenses were \$20,048.

8:44 pm --Meeting adjourned, the next board meeting will be held at 6:00 pm on November 13, 2018 at West Salem High School.

Respectfully submitted

Mary Tucker

Strategy Management, LLC