

RIVERBANK HOA  
BOARD MEMBER MEETING MINUTES  
3/26/2024 @ 6:35 PM  
CLUBHOUSE

In attendance at this meeting were:  
Board Chair – Laura Christiansen  
Treasurer – Justin Martin  
Secretary – John Carnathan  
Member at Large – Steve Houseworth  
Member at Large – Cornelia Seigneur

	TOPIC	DISCUSSION	Presenter
1.	A. Call to Order	<u>A.</u> The meeting was called to order at 6:35 PM by the Chair.	Laura Christiansen, Chair
2.	Treasurer Report	<p>A. As Assistant Treasurer, Joe Bower is still paying day to day bills.</p> <p>B. Four members are not current on their HOA dues totaling \$5,150</p> <p>C. There are 4 members that have not paid the sport court special assessment totaling \$1,650.</p> <p>D. Numerous members paid extra toward the assessment, so more than enough money has been collected to cover the cost of the Sport Court repairs.</p> <p>E. The question of whether our HOA is required to complete an annual tax filing. After researching the subject, the Board determined that annual tax filings are not required.</p> <p>Steve found the following information regarding our HOA tax status.</p> <p><b>OAR 150-317-0130</b> Tax on Homeowner's Association Income</p>	<p>Justin Martin</p> <p>Steve Houseworth</p>

	<p>Homeowners associations, such as condominium management associations and residential real estate management associations, may elect to be treated as tax-exempt organizations for taxable years beginning on and after January 1, 1978. But this tax-exempt status will protect the association from tax only on its exempt function income, such as membership dues, fees, and assessments received from member-owners of residential units in the particular condominium or subdivision involved. The homeowners association taxable income will be taxed at the corporate rates provided in <a href="#">ORS 317.061 (Tax rate)</a>. To qualify for the election, the association must meet the following conditions:</p> <p>A copy of the federal Form 1120-H filed with the Internal Revenue Service must be filed with the Oregon Department of Revenue no later than the time prescribed by law for filing the return.</p> <p>It must be organized and operated as provided in section 528(c) of the Internal Revenue Code.</p> <p>"Homeowners association taxable income" is determined pursuant to section 528(d) of the Internal Revenue Code and pertinent federal regulations. However, net capital gains shall be included in the computation of homeowners association taxable income and shall receive no special treatment.</p> <p>"Exempt function income" is determined pursuant to section 528(d) of the Internal Revenue Code and pertinent federal regulations.</p> <p>If a homeowners association that elects to be treated as a tax exempt organization has positive homeowners association taxable income, it shall be reported on an Oregon Corporation Excise Tax Return, Form 20 and the association is subject to the greater of the calculated corporation excise tax or the minimum tax.</p> <p>If a homeowners association that elects to be treated as a tax-exempt organization does not have positive homeowners association taxable income, the association is not required to file an</p>	
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		<p>Oregon Corporation Excise Tax Return, Form 20 and is not subject to the minimum tax.[Publications: Publications referenced are available from the agency pursuant to <a href="#">ORS 183.360 (Publication of rules and orders)(2)</a> and <a href="#">183.355 (Filing and taking effect of rules)(1)(b).</a>]</p> <hr/> <p>Source: Rule 150-317-0130 — Tax on Homeowner's Association Income, <a href="https://secure.sos.state.or.us/oard/view.action?ruleNumber=150-317-0130">https://secure.sos.state.or.us/oard/view.action?ruleNumber=150-317-0130</a>.</p> <p>F. The current Landscaper's contract has expired. Justin said that it would cost \$425 per month for the 9 months of service in the contract for a yearly total of \$3825. That is a \$315 a year increase. There was a vote by email and the majority of the Board voted to authorize the Chair to sign the new contract.</p>	Justin Martin
3.	Old Business	<p>A. Steve Houseworth asked the board for permission to site a greenhouse on his property and it was given with unanimous consent, based on established precedent in the neighborhood.</p> <p>B. Insurance does not currently list the club house on the policy. We have requested State Farm to explicitly list the club house, which required a rate increase from \$1260 per year to \$1546.</p> <p>C. Social Committee – JoAnn Houseworth has volunteered to chair this committee</p>	
4.	Conclusion of Previous Issues	<p>The issue of where homeowners may park their boats, RVs, trailers, etc. was raised by several HOA members, specifically relating to a boat pad constructed off River Lane Road. After</p>	

		careful consideration and review of existing and historical practices, the Board concluded that applying a different practice to one HOA member than has been applied to numerous others over the years would be discriminatory. The Board acknowledged that many HOA members are not in compliance with specific guidelines set forth in the Declaration (which requires boats, RV's etc., to be fully enclosed within a building). However, the Board agreed that due to the long-term established precedent of these types of vehicles being allowed to park outside and not in an enclosed building on the HOA members' properties, it would not take any further action.	
5.	Previous Meeting held via text and email.	Jason and Sara Gunderman and Austin and Kaeli Walker offered to purchase a new swing set for the club house grounds. There was an email vote with unanimous approval of the board to allow them to do so. Jason, Austin, John Carnathan and Chris Seigneur all participated in tearing down the old structure and building the new.	
6.	Subjects to be discussed at next meeting.	<p>Discuss plan for how to deal with people who do not pay their HOA dues or assessments. Steve to draft, for Board review and input, policy and letters that will be sent to members that do not pay their HOA dues for the purpose of creating fair and consistent practices throughout the HOA.</p> <p>Rules for Sport Court Locks for Sport Court End of Summer Social.</p> <p>The Board agreed to continue to post the "Use at your own risk" signage, for</p>	<p>Steve Houseworth</p> <p>Steve Houseworth</p>

		liability purposes.	
7.	Next meeting	May 6 for planning and May 8 for general meeting. (Updated to May 20 <sup>th</sup> and 22 <sup>nd</sup> )	
8.	Adjournment	The meeting was adjourned at 8:45 PM by the Chair.	Laura Christiansen

Partial list of work to be done.

Replace broken basketball backboard – Justin

Fix door jabs that have rotted. – John

Door closure device for sports courts. – John

Find lock for sport court doors – John

Review and possibly update posted signs at Sport Courts. Also, consider the best location for posting the signs so people can see them closer to eye-level.

Finish bathroom – John

1. Repair the hole in the floor
2. Reattach the toilet paper holder
3. Finish trim around the vanity
4. Figure out why the vent fan in bathroom is not working

~ Minutes Approved by the Board of Directors – done by consensus via test.