

# Riverbank HOA Minutes

## June 21, 2024

Meeting called to order by Steve Houseworth at 6:03 PM

Board Members Present:

Steve Houseworth  
John Carnathan

Members Present:

Susan Barton-Venner  
Phil Roach  
Liz Hammack  
Gordon Rabing  
Stuart Silver

Steve started the meeting by reminding those in attendance of several issues:

All Board Members must be notified of every Board Meeting, or it wasn't a Board Meeting, and decisions can't be made.

All HOA Members must be notified of and welcome to attend every Board Meeting, (excepting executive session).

No one Board Member has any authority alone.

No money will be spent unless approved or pre-approved by the Board at a Board Meeting.

Today's meeting is about Budget only

As the board, we have the responsibility to be good shepherds of the homeowners money.

The hope and plan is to get through this budget meeting without raising dues.

That said, we have two homeowners who have not paid dues and or assessments and it is hurting all of us. We plan to address that issue in an upcoming special meeting regarding Past Dues Collection Protocols.

Each person at the meeting needs to be heard

First item on agenda was new board members:

Sue Barton-Venner, Phil Roach, and Liz Hammack have all expressed an interest in joining the board of directors.

**Motions** were made and seconded by the board members already in place to add Sue Barton-Venner, Phil Roach and Liz Hammack as members at large to the Riverbank HOA board.

Currently 4 members are not current on their annual dues. Total owed is \$5150.00

Three (3) members still owe for the special assessment. Total owed is \$1650.00

Five (5) members donated \$425.00 (\$2125) in addition to the special assessment for use for the sport court. Final payment made to Pacific Ace in the amount of \$16515

Current balance on checking account is 9918.07  
Current balance on reserve account is 5976.04

As of June 24<sup>th</sup> John Carnathan still does not have access to the HOA accounts at B of A.

John Carnathan submitted a proposed budget that would not require an increase in dues and would cover the new insurance rates. See attached.

In the proposed budget the pest control services will be discontinued. The current HOA PO Box in Wilsonville will be closed and a mail box will be added to the area near the club house. The following changes were made to the proposed budget:

Add \$75.00 for purchase of pest control chemicals

Budget \$180 for new mail box at club house. (Ended up costing \$139.17) this will be taken out of this years budget but we won't be paying PO Box costs..

Added a new line item "bad debit" for a total of \$550 for the year.

Set aside \$200.00 to fix dry rot around club house.

Set aside \$225.00 for the September picnic.

Set aside \$1200 for sport court cleaning next June but will put the job out to bid right after the first of the year.

The challenge was insurance for clubhouse and board of directors. Our current State Farm policy does not cover the club house for fire or damage. So far the least expensive insurance that will cover the clubhouse is \$2517.00 per year from ABI insurance. We are waiting on a quote from Farmers and one other Insurance broker before we make a decision on who will insure us. We have to make a decision before July 2, 2024 so a consensus of the board instructed the treasurer to wait until June 26 and commit to the least expensive policy available at that time. If we find a lower cost coverage we will cancel and change to the new company.

**Motion** to accept the Budget with the changes above was passed by all in attendance.

**Motion** was made to go ahead and purchase mailbox and post and install as soon as possible. Passed by all in attendance.

**Motion** was made to purchase pad locks and rules signs for sport courts. Passed by all in attendance. Key to be kept in the club house. Notice to be sent to members so they know where to find it. The Motion was passed.

Board discussed best way to communicate. The majority wanted by text.

Steve Houseworth text number – 503.860.2567

John Carnathan text number – 503.789.9467

Phil Roach – 503.804.0703

Sue Barton-Venner text number – 503.201.5265

Liz Hammack text number – 650.996.6975

Next meeting will be June 25, 2024 at 6:30 PM at the Riverbank Clubhouse  
Focus of meeting is how to deal with people who don't pay dues or special assessments.

Meeting adjourned at 8:15 PM

These Minutes Approved by Board of Directors on June 30, 2024