

Minutes

Riverbank HOA

Special Board Meeting

4/21/2025 6:30 pm

Riverbank Clubhouse

Meeting Called to Order at 6:33pm

Liz reviewed the agenda

Motion made by Liz to approve the minutes from the 3/28/2025 Board Meeting.

Seconded by Gordon. Unanimously approved with the following corrections:

1. Change any name references to property address
2. Correct misspellings

Chris reviewed the Board Tennis Court Cleaning Bid received 3/30/2025

From Pacific Aces

1. Cost for power washing court: \$950
2. Power washing needs to be done annually - after pollen season
3. Power washing done by other than Pacific Aces may void the warranty
4. Crack filling to be done bi-annually

Liz moved to approve the power washing, it was seconded by Chris and Unanimously approved.

Review and Approve the HOA Attorney proposal to establish Membership and next steps

1. There are 3 HOA Attorneys to consider:

- VF Law in Lake Oswego (Local referral)
- Timothy O'Donnell in Milwaukie (Oregon Legal Referral Network)
- Thomas Demuth in Wisconsin (National HOA Legal Referral Network)

Chris moved to go with VF Law - not to exceed \$1,000. Board limit. Motion seconded by Liz. Unanimously approved.

initial funding will answer the following questions:

- 1) Who are members of HOA?
- 2) What are the options for membership for those excluded from the analysis?

Review and Approve the May Annual Meeting Agenda (Meeting to be held May 20, 2025 at 7:00 pm - date and time agreed on by email)

1. Call to order
2. Establish ground rules
3. Two Board Members nominations at the meeting
 - a. Current members can be nominated and both have indicated a willingness to continue to serve
 - b. Proxies need to be sent out
4. Work party: June 21

5. Report on Sport Court
6. Clubhouse update
 - a. plan to update lighting
 - b. dry rot repair - waiting for warm weather
7. Board of Directors election
8. Update on Membership

Review and Approve the Reserve Analysis for 2025 (Annual requirement in Oregon) - Table Reserve Analysis for next Board meeting which will also include review and approval of the annual budget for 2025/2026

Meeting adjourned at 7:33

Minutes Approved in 7/28/2025 Annual Meeting