

## **CHARBONNEAU GREEN OCTOBER 2023 BOARD MEETING MINUTES**

**October 18, 2023 – 3:00 pm – CCC Activity Center Wilson Room & Via Zoom**

**Board Members Attending: Paul Osborn, Dick Frey, Larry Shadle, Carole Burnside and Tere Bippes.**

### **Minutes:**

The September minutes were not yet available. They will be sent to Board members and, if there are no corrections, will be posted on our website. Minutes of this meeting will be made from the recording.

### **Treasurer's Report – Dick Frey:**

-Dick had copies of our September 2023 financial statements available. He reported that our Total Liabilities & Equity is \$195,857.91, with only \$808 accounts receivable, so everyone is paid up and we're in good shape. Our Reserves are now being correctly reported, including the U.S. Bank investments so Total Reserves are \$184,170.46.

-Paul mentioned that the board will begin working on the 2024 budget and the income from the CD and MM will be added to the budget.

-Larry said it looks like our reserves at year end will be about \$190,000, our reserve plan anticipated we would have a balance of \$153,000 so we are well ahead of plan. It is expected that the extra funds will be needed for painting in 2025.

### **Architecture/Landscape Committee Report – Larry Shadle:**

-We had several big landscaping projects this year and the complex is looking good! Larry mentioned that 25 of 48 homeowners have some improvements to the common property surrounding their homes.

-We do not anticipate any additional projects for the remainder of the year. All Landscaping accounts are in budget including, Landscaping/Irrigation/Water/Trees.

### **Welcome Committee – Shirley Chapman/Nan Moon**

-We have one home for sale on Carmel Circle.

### **Emergency Preparedness – Sandy Batte**

-Nothing to report this month.

### **Pool –Kenton Wolfe**

-Kenton said he is maintaining the pool through the winter including balancing chemicals and cleaning.

-Kenton is buying pool supplies when on sale and we are under budget on our pool allocation this year.

### **Unfinished Business and Open Discussion – Paul Osborn**

-Paul is still waiting for our attorney to get the Rental Policy that the Board adopted last year recorded as soon as possible.

-We budgeted for an informal review of our financials this year and we'll implement a few suggestions brought up by the accounting consultant:

-We should report pre-paid dues as deferred revenue and add to our balance in the month it is due.

-We should report our annual State Farm insurance premium in our financials as expenses and income.

### **New Business**

-Our bookkeeper Renee Warren is working with Paul on a contract for future services effective January 2024. Paul negotiated several points with her to our association's advantage.

-Renee has suggested that all HOAs charge a fee to assemble and report information from our association when requested by a potential buyer. Many Charbonneau HOA's currently do this. Half of the fee would be paid to the bookkeeper for the additional work. The Board generally agreed with the idea.

-Paul volunteered to attend a HOA Law Forum in Wilsonville this month being presented by our law firm. The registration fee is \$40; the Board agreed to the fee.

Shirley Chapman suggested the Board recognize homeowners Jan Stromberger, Kathy Harp and Marna Wier for spearheading new landscaping of the Del Monte entrance with plants, trees, rocks, etc. It's an important introduction to our neighborhood and looks really good..

The meeting was adjourned. Our next regular Board Meeting will be held in person at the CCC Activity Center Wilson Room & Via Zoom at 3:00 on November 15, 2023.

Respectively Submitted,  
Tere Bippes