

Deline Homeowners Association  
ANNUAL MEETING Minutes  
May 1, 2012

**ATTENDANCE and INTRODUCTIONS**

Damon and June Heer, homeowners for 13 years; Peggy, homeowner for 24 years; Judy Barney, homeowner for 32 years; Ken Weyand and Linda Engerbretson, homeowners for 5 years; Neal Curtis, homeowner 37 years; Miseners, homeowners for 20 years; Jill and Adolfo Perez for 2 years; Sarah Corona, daughter (lot 309) of the homeowner; Linda Smith, 34 years; Marlis and son Aaron Joiner 18 years; and Steve Schlangen, homeowner for 20 years – for a combined 205 years.

**MEETING CALLED TO ORDER** at 7:10 p.m.

**MINUTES** from the year 2011 – 33<sup>RD</sup> Annual Meeting were reviewed. A motion was made by Ken to approve the minutes, seconded by Neal and unanimously approved.

**Minutes for 2012** were taken by Damon Heer.

**ANNUAL TREASURER'S REPORT:** June Heer reported that 8 homes have not paid dues – 4 were already liened, and 4 new liens will be placed.

There is \$5,225 in the RV lot savings. Targeting lighting by PGE with these funds.

The topic of raising the interest rates on unpaid dues from 1.5% to 5% as an incentive for timely payment and costing the HOA less in collections efforts. Discussion: what are typical interest rates? Why not charge even more? We are attempting to balance incentive to pay on time and the ability for homeowners who are financially struggling to make the payment. In a typical year, approximately 100 homes pay by August, 115 pay by September, and the remaining 30 take large efforts to collect the rest of the year. A counter proposal by a homeowner for 8% per month to be more in-line with what he experiences in the rest of the world. A Motion for 8% - A motion was made by Damon. and seconded by - Ken. Unanimously approved.

Budget vs. actual cash flow, and balances of checking and savings were reported. Upgrading the financial software to intuit. A motion was made by Neal to approve the upgrade and seconded by Thelma. Unanimously approved.

There was a motion by Neal to approve the overall treasurer's report, seconded by Ken and unanimously approved.

**PRESIDENT'S REPORT**

Reporting for the office of the president, although not the standing president, Damon Heer discussed the accomplishments of the 2011-2012 year:

- ✓ the financial value and the intangible value of building community.

- ✓ Accomplishments
- ✓ Boitz property
- ✓ Wise property
- ✓ RV lot – processed many new RVs
- ✓ Summer picnic
- ✓ Removed many inoperable cars
- ✓ Financial value
- ✓ The express value of the HOA is to maintain property values. Because Aloha is not an incorporated city, so our taxes are much lower. With that, the regulations are much lower. The result can be the very frightening neighborhoods on Rosa just across 198<sup>th</sup>. For a mere \$75/year, the Deline HOA keeps our neighborhood safe, beautiful, and property values high.
- ✓ intangibles
- ✓ Community
  - Linda and Ken would not have bought in Aloha if it was not for this successful HOA.
- ✓ 2012 – 2013 budget

Reviewed with everyone. Answered questions.

### **RV LOT**

Don looking for quotes on weed barrier for entire RV Lot. If we cannot find a solution, we propose to have the RV lot mowed by a contractor.

### **NEW BUSINESS**

Lot 309 requested approval to build a wood shed in the backyard. Standard Home Depot pre-built model. Forms submitted. A motion was made by Neal to approve shed, seconded by Ken, and unanimously approved.

Linda Smith brought up the concern regarding pedestrian safety due to pedestrians walking in the streets instead of on the sidewalks. Linda cited a couple examples where this has caused scary risky situations. Also the young children are seeing that walking in the street is OK. Discussion around awareness campaign, such as in the newsletter and temporary use of our reader board.

Cars from lot 255 are blocking RV lot access. HOA will send a letter as the starting point.

Marlys Joiner asked to ensure A&J Landscaping to cut the long grass along the creek once per year. HOA will contact A&J.

Perez' mentioned that the Boitz back yard still growing rapidly. We will have the contractors who corrected the Wise property to quote on the Boitz property. The Board thanked Adolfo for voluntarily taking care of Boitz' backyard.

Perez' mentioned that the HOA sign in the butternut creek is decaying .

**Returning board members:** Steven, Peggy, Linda (newsletter), Neal, Thelma & Don, Damon, Marcia as secretary, June as treasurer. Judy and Ken as alternate.

- ✓ We need confirmation of continuation or ending member of Allen, Raylinn, and Dan.
- ✓ New members: Jill Perez!

**ADJOURNED** at 8:40 p.m. A motion was made by Neal and seconded by Ken.

The Board of Directors cordially invites you to the  
**Deline Homeowner's Association**  
**Thirty Fifth Annual Meeting**  
**Tuesday May 1st, 2012**

**Why:** In accordance with the Deline HOA By-laws.

**When:** May 1, 2012, 6:45 PM to 8:00 PM.

**Where:** Life Christian Church, Room 155

**Attachments (please bring these to the meeting)**

- 2012 - 2013 Budget
- Board of Directors Nomination form
  - Mail-in proxies must reach the Association's P.O. Box by April 30th, 2012.

**Agenda**

- 6:45 PM Registration and refreshments
- 7:00 PM Call to Order
- Welcome and Introductions
- Old Business
  - Minutes from Thirty Third Annual Meeting
  - Annual Treasurer's Report
  - President's Report
  - Raising of interest rate on unpaid dues
- New Business
  - 2012 - 2013 Budget
  - Nominations and Elections of Directors
  - Open Forum
- Meeting Adjournment

# Deline Homeowners Association 2012/2013 Budget

Corporate Fee	\$50.00	
Insurance	\$1,082.00	
Bonding	\$0.00	
P O Box	\$62.00	
Postage	\$300.00	
Electric	\$500.00	
Legal Fees	\$750.00	
Annual Meeting	\$50.00	
Liens	\$200.00	2x32
Secretary Fee	\$200.00	
Treasurer Fee	\$200.00	
Director Incentive	\$300.00	
Greenspace Landscaping	\$5,220.00	12x435
Property Maintenance	\$786.00	*
R V Lot Maintenance	\$150.00	
Duplication	\$200.00	
Office supplies	\$250.00	
Non payment of dues	\$150.00	2x75
Event Planning (inc Advertising)	\$200.00	
Playground Maintenance (bark chips etc.)	\$350.00	
Sub Total	\$11,000.00	
Land Lease	(\$50.00)	
Total	\$10,950.00	
Per Home Owner	\$75.00	

Overall budget is the same, some changes in individual allocation.

## PROXY BALLOT FOR DHA 2012 - 2013

If you can not attend the annual meeting,

- Please complete this ballot and give it to a board member or
- Mail it to PO Box 5091, Aloha, OR 97007. Mail-in proxies must reach the Association's PO Box by April 30th 2012.

LOT#\_\_\_\_ NAME\_\_\_\_\_

ADDRESS\_\_\_\_\_

SIGNATURE\_\_\_\_\_

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### Nominations for Board of Directors.

Board member \_\_\_\_\_

Board member \_\_\_\_\_

Board member \_\_\_\_\_

## **Deline Home Owners Association Financial Report 2011-2012**

There are 8 homes that have still not paid their dues this year. 4 of these already have liens on them from last year. The other 4 will have liens placed. It costs \$36 to place a lien and another \$36 when it is satisfied. This is a cost of \$72.00 to the H.O.A. One of these homes is in foreclosure.

One home was sold during the year and we wrote off that portion to unpaid dues.

There is \$5225 in savings that belongs to the R.V lot for improvements. We will be obtaining a quote from PGE to put lights up. The estimate is around \$2500- \$3000

Large bills still to be paid this financial year.

Mowing = \$870

Treasurer = \$200

Secretary = \$200

Placing Liens = \$144 (4 x \$36)

Playground Maintenance = \$350

Postage and office supplies = \$200

I would like to upgrade the software I am using to 2012 so that bank information can be downloaded. This will cost around \$35 every two years, we will save \$24 per year in paper statements by doing this so it pays for it's self.

Raising the interest rate to 5% will cost each homeowner \$3.75 per month for unpaid dues. Hopefully this will be an incentive to pay on time and cost us less in collections.



# Budget 2011 -2012:2

7/1/2011 through 6/30/2012 Using Budget 2009-2010

5/1/2012

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Category Description	7/1/2011 Actual	- Budget	6/30/2012 Difference
<b>Annual Expenses</b>			
Advertising	-47.10	-30.00	-17.10
Annual Meeting	0.00	-50.00	50.00
Coporate Fee	0.00	-50.00	50.00
Director Incentive	0.00	-300.00	300.00
Duplication	0.00	-200.00	200.00
Event Planning	-152.83	-200.00	47.17
Gas & Electric	-370.35	-445.00	74.65
Insurance	-1,082.00	-1,082.00	0.00
Legal Fees	-889.75	-750.00	-139.75
Lien Fees	50.00	-200.00	250.00
Mowing	-4,345.00	-5,220.00	875.00
Non Payment of dues	-55.00	-150.00	95.00
Office Supplies	-62.97	-250.00	187.03
P.O. Box Rental	-62.00	-62.00	0.00
Playground Maintenance	0.00	-350.00	350.00
Postage	-73.09	-300.00	226.91
Property Maintenance	-517.04	-2,311.00	1,793.96
RV Lot Maintenance	-125.23	-150.00	24.77
Secretary Fees	0.00	-200.00	200.00
Treasurer Fees	0.00	-200.00	200.00
<b>TOTAL Annual Expenses</b>	<b>-7,732.36</b>	<b>-12,500.00</b>	<b>4,767.64</b>
<b>Discretionary</b>			
Major Repairs	-2,350.00	0.00	-2,350.00
<b>TOTAL Discretionary</b>	<b>-2,350.00</b>	<b>0.00</b>	<b>-2,350.00</b>
<b>Income</b>			
Donations	25.00	0.00	25.00
Home Owners Dues	10,325.00	10,950.00	-625.00
Interest Inc	1.48	0.00	1.48
Interest On Dues	154.12	0.00	154.12
<b>TOTAL Income</b>	<b>10,505.60</b>	<b>10,950.00</b>	<b>-444.40</b>
<b>Mandatory Expenses</b>			
Bank Charge	-12.00	0.00	-12.00
<b>TOTAL Mandatory Expenses</b>	<b>-12.00</b>	<b>0.00</b>	<b>-12.00</b>
<b>Other Income</b>			
Land Lease	40.00	50.00	-10.00
Previous Years Dues	150.00	0.00	150.00
R.V Lot Rental	1,300.00	1,500.00	-200.00
<b>TOTAL Other Income</b>	<b>1,490.00</b>	<b>1,550.00</b>	<b>-60.00</b>
<b>Unassigned</b>			
<b>TOTAL Unassigned</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>OVERALL TOTAL</b>	<b>1,901.24</b>	<b>0.00</b>	<b>1,901.24</b>



# Cash Flow:2 7/1/2011 through 4/30/2012

Category Description	7/1/2011- 7/31/2011	8/1/2011- 8/31/2011	9/1/2011- 9/30/2011	10/1/2011- 10/31/2011	11/1/2011- 11/30/2011	12/1/2011- 12/31/2011
<b>INFLOWS</b>						
Donations	0.00	25.00	0.00	0.00	0.00	0.00
Home Owners Dues	4,800.00	2,625.00	1,150.00	650.00	0.00	450.00
Interest Inc	0.00	0.00	0.74	0.00	0.00	0.74
Interest On Dues	22.43	0.00	1.13	0.00	0.00	19.81
Land Lease	10.00	0.00	0.00	10.00	0.00	10.00
Previous Years Dues	75.00	0.00	75.00	0.00	0.00	0.00
R.V Lot Rental	700.00	350.00	50.00	100.00	0.00	50.00
<b>TOTAL INFLOWS</b>	<b>5,607.43</b>	<b>3,000.00</b>	<b>1,276.87</b>	<b>760.00</b>	<b>0.00</b>	<b>530.55</b>
<b>OUTFLOWS</b>						
Advertising	47.10	0.00	0.00	0.00	0.00	0.00
Bank Charge	0.00	0.00	0.00	2.00	2.00	2.00
Event Planning	0.00	0.00	0.00	92.83	0.00	0.00
Gas & Electric	36.95	37.00	37.02	37.02	37.02	37.02
Insurance	1,082.00	0.00	0.00	0.00	0.00	0.00
Legal Fees	0.00	41.00	61.50	0.00	299.75	322.50
Lien Fees	-50.00	0.00	0.00	0.00	0.00	0.00
Major Repairs	0.00	0.00	0.00	0.00	2,350.00	0.00
Mowing	435.00	435.00	435.00	430.00	435.00	435.00
Non Payment of dues	0.00	0.00	0.00	0.00	0.00	0.00
Office Supplies	62.97	0.00	0.00	0.00	0.00	0.00
P.O. Box Rental	62.00	0.00	0.00	0.00	0.00	0.00
Postage	0.00	0.00	0.00	0.00	5.59	0.00
Property Maintenance	26.86	0.00	31.09	0.00	250.73	0.00
RV Lot Maintenance	0.00	0.00	0.00	0.00	50.00	0.00
<b>TOTAL OUTFLOWS</b>	<b>1,702.88</b>	<b>513.00</b>	<b>564.61</b>	<b>561.85</b>	<b>3,430.09</b>	<b>796.52</b>
<b>OVERALL TOTAL</b>	<b>3,904.55</b>	<b>2,487.00</b>	<b>712.26</b>	<b>198.15</b>	<b>-3,430.09</b>	<b>-265.97</b>

## Cash Flow:2

7/1/2011 through 4/30/2012

5/1/2012

Category Description	1/1/2012- 1/31/2012	2/1/2012- 2/29/2012	3/1/2012- 3/31/2012	4/1/2012- 4/30/2012	OVERALL TOTAL
<b>INFLOWS</b>					
Donations	0.00	0.00	0.00	0.00	25.00
Home Owners Dues	150.00	0.00	0.00	500.00	10,325.00
Interest Inc	0.00	0.00	0.00	0.00	1.48
Interest On Dues	5.12	0.00	0.00	105.63	154.12
Land Lease	10.00	0.00	0.00	0.00	40.00
Previous Years Dues	0.00	0.00	0.00	0.00	150.00
R.V Lot Rental	0.00	0.00	0.00	50.00	1,300.00
<b>TOTAL INFLOWS</b>	<b>165.12</b>	<b>0.00</b>	<b>0.00</b>	<b>655.63</b>	<b>11,995.60</b>
<b>OUTFLOWS</b>					
Advertising	0.00	0.00	0.00	0.00	47.10
Bank Charge	2.00	2.00	2.00	0.00	12.00
Event Planning	60.00	0.00	0.00	0.00	152.83
Gas & Electric	37.02	37.08	37.11	37.11	370.35
Insurance	0.00	0.00	0.00	0.00	1,082.00
Legal Fees	0.00	165.00	0.00	0.00	889.75
Lien Fees	0.00	0.00	0.00	0.00	-50.00
Major Repairs	0.00	0.00	0.00	0.00	2,350.00
Mowing	435.00	435.00	435.00	435.00	4,345.00
Non Payment of dues	0.00	0.00	0.00	55.00	55.00
Office Supplies	0.00	0.00	0.00	0.00	62.97
P.O. Box Rental	0.00	0.00	0.00	0.00	62.00
Postage	0.00	0.00	0.00	67.50	73.09
Property Maintenance	31.17	114.85	31.17	31.17	517.04
RV Lot Maintenance	0.00	0.00	41.31	33.92	125.23
<b>TOTAL OUTFLOWS</b>	<b>565.19</b>	<b>753.93</b>	<b>546.59</b>	<b>659.70</b>	<b>10,094.36</b>
<b>OVERALL TOTAL</b>	<b>-400.07</b>	<b>-753.93</b>	<b>-546.59</b>	<b>-4.07</b>	<b>1,901.24</b>