

MEETING MINUTES
FALCON HEIGHTS CONDO ASSOCIATION
REGULAR BOARD MEETING
February 13 2025

Annual Meeting was called to order at 6:08 pm

Roll call of current Board members present:

John Stanton
Tony Anghinetti
Mark Teel
Gene Hurst
Dave Tatge
Robert Stroope
Samantha Mitchell

Proof of notice of meeting or waiver of notice was read by Tony.

FHCA Resolution 2025-001 Certification of Proxies and Proof of Notice to Unit Owners was approved. See attached.

Annual meeting was adjourned at 6:11

Regular meeting was called to order at 6:12

Roll call of current Board members present:

John Stanton
Tony Anghinetti
Mark Teel
Gene Hurst
Dave Tatge
Robert Stroope
Samantha Mitchell

Results of the 2025 Board Election were announced. See attached

John Stanton and Mark Teel stepped down from their positions and the new Board members were seated.

Dave Tatge	2 year position
Billy Sharp	2 year position
Elizabeth Zerhung	2 year position
Deb Neubauer was appointed to fill Charlee Cramer's position until 2026	

All Board members signed Code of Conduct and Ethics for 2025

Officers were elected as follows:

Chairman: Tony Anghinetti
Vice Chairman: Gene Hurst
Secretary: Robert Stroope
Treasurer: Elizabeth Zerhung

A motion was made by Tony to remove John Stanton from the checking account as a signer and add Billy Sharp and Elizabeth Zerhung as authorized signers. Second by Gene. Motion passed.

Financial reports were given by Samantha Mitchell. See attached.

Message from Chairman, Tony Anginhetti

Tony announced that someone had hit the stucco arch at the main gate. We have video and gate log in evidence regarding who hit it and have turned it over to law enforcement to pursue charges. In the event that we are unable to recover the cost of the damage through the driver of the car, who is not a homeowner, but the son of a homeowner. A motion was made by Dave to charge the homeowner for the cost of the repairs. Second by Robert. Approved

Message from the Managing Agent, Samantha Mitchell

As a result of the damage to the gate it came to the attention of the management that the pre issued 4 digit codes for gate entry were being abused. It was decided that we would remove any of the pre issued codes and each individual homeowner would have to set their own pin code. All others were going to be deleted the following day.

A redesigned and updated copy of the Declaration has been added to the website.

The HOA has a new emergency contact phone number, and we have new business card/magnets in the office for anyone that would like one.

Message from the Maintenance Manager, Paul Monteith

The following tasks were completed in the past month

Built 4 new stretches of fence

Dug a new compost pit and spread the existing compost around the community center for planting in the spring.

Added a roll up door to the Quonset hut

Installed doors and drywall to the office and painted the office.

Installed new blinds at the community center, purchased by the Events Committee

Plowed snow during the storm and continued clean up post storm

Fixed a broken pipe in the garage

Resolution 2025-02 A resolution declaring and defining the duties and scope of work of the Managing Agent was read by Tony. See attached. Motion to approve by Tony, seconded by Gene. Approved.

Next meeting is scheduled for March 13th.

Resolution 2025-03 A resolution expanding and clarifying Article 11 Section C Offensive or unlawful activities. Offensive noises and activities such as remote-control vehicles and drones, excessive

exhaust noise, and other acts that disturb the peace and tranquility of the neighborhood and violate enjoyment of homeowners exclusive use areas was tabled until the next meeting.

Meeting adjourned at 8:42

Robert Stroope _____

Tony Anghinetti _____



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Montreal, QC, H3X 2H9 Canada
1 (800) 585-9694

Feb 4, 2025

Falcon Heights Condo Assoc
10301 Preddy Avenue
Klamath Falls, OR
97603 United States

To Whom It May Concern:

The following election results are certified by Simply Voting to have been securely processed and accurately tabulated by our independently managed service.

Respectfully yours,

Brian Lack
President
Simply Voting Inc.

Results - Falcon Heights Board Election 2025

Start: 2025-01-06 06:00:00 America/Los_Angeles

End: 2025-02-03 17:00:00 America/Los_Angeles

Turnout: 119 (44.9%) of 265 electors voted in this ballot.

Open Board Positions

Option	Votes
Dave Tatge	343 points
Billy Sharp	311 points
Elizabeth Zehrung	305 points
Debbie Neubauer	231 points

VOTER SUMMARY

Total	119
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Falcon Heights Condominium Assn.

Balance Sheet

As of February 13, 2025

	Feb 13, 25
ASSETS	
Current Assets	
Checking/Savings	
Checking and Savings	
120 · Operating Checking WF	11,735.34
121 · WF Checking 4582	1,186.50
124 · WF Reserve Savings	30,470.52
Total Checking and Savings	43,392.36
Investment Accounts	
126 · Investment CDs- TD Ameritrade	
126A · Charles Schwab CD	250,023.25
126E · Cash/Cash Alternatives-CDs	-3,538.24
Total 126 · Investment CDs- TD Ameritrade	246,485.01
Total Investment Accounts	246,485.01
140 · Petty Cash	
141 · HOA Petty Cash	620.53
142 · Events Committee Petty Cash	526.40
Total 140 · Petty Cash	1,146.93
Total Checking/Savings	291,024.30
Accounts Receivable	
800 · Accounts Receivable	-24,945.00
Total Accounts Receivable	-24,945.00
Other Current Assets	
820 · Undeposited Funds	580.00
850 · Market Appr/Depr Investment CDs	84.55
Total Other Current Assets	664.55
Total Current Assets	266,743.85
Fixed Assets	
910 · Furniture & Fixtures	18,873.04
911 · Accum. Depreciation	-33,396.00
912 · Buildings	20,097.50
913 · Land	192,163.92
914 · Building Improvements	35,030.00
916 · Community Capitol Improvements	399,719.39
Total Fixed Assets	632,487.85
Other Assets	
915 · Community Hall Deposits	-100.00
Total Other Assets	-100.00
TOTAL ASSETS	899,131.70

2:30 PM

02/13/25

Cash Basis

Falcon Heights Condominium Assn.

Balance Sheet

As of February 13, 2025

	Feb 13, 25
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
950 · Accounts Payable	-445.32
Total Accounts Payable	-445.32
Total Current Liabilities	-445.32
Long Term Liabilities	
Ghost Ridge Roofing Contract	2,202,771.94
Total Long Term Liabilities	2,202,771.94
Total Liabilities	2,202,326.62
Equity	
1601 · Retained Earnings	1,342,477.35
3000 · 311 - Opening Balance Equity	-3,077,674.44
960 · Reserve	369,900.00
Net Income	62,102.17
Total Equity	-1,303,194.92
TOTAL LIABILITIES & EQUITY	899,131.70

Falcon Heights Condominium Assn.

Profit & Loss

January 1 through February 13, 2025

	Jan 1 - Feb 13, 25
Ordinary Income/Expense	
Income	
4000 · Condominium Fees	117,777.94
4001 · Late Fees Collected	415.00
4002 · RV Lot Fees	1,395.00
4003 · Community Hall Rental	350.00
4006 · Excess Garbage Fees	9.72
4010 · Interest Income	6.42
4013 · Filing Fees	435.41
4018 · Fines Collected	75.00
Total Income	120,464.49
Gross Profit	120,464.49
Expense	
1000 · Administrative Expenses	
1001 · Liab. Ins., D&O, Bond	1,999.58
1002 · Managing Agent Fees	8,000.00
1003 · Security Gate	592.40
1005 · Professional Services	
1005a · Legal Fees	1,357.00
Total 1005 · Professional Services	1,357.00
1006 · Merchant deposit fees	2,217.21
1008 · Fees & Dues	100.00
1010 · Office Supplies	234.46
1011 · Events	200.00
1014 · Bank Service Charges	5.00
1018 · Misc Admin Expense	206.00
Total 1000 · Administrative Expenses	14,911.65
1100 · Repairs & Maintenance Expenses	
1101 · General Repair	1,986.09
1102 · Painting	810.00
1103 · Maint. Supplies	733.40
1107 · Snow Removal	2,325.00
1108 · Contract Labor	400.00
1109 · Annual Maint. Contract	26,670.00
Total 1100 · Repairs & Maintenance Expenses	32,924.49
1200 · Landscape Expenses	
1201c · Alley/Gnrl Cleanup	3,559.05
1201e · Tree removal/Trim	-60.00
Total 1200 · Landscape Expenses	3,499.05
1400 · Utility Expenses	
1401 · Garbage	7,041.92
1402 · Computer and Internet	287.48

11:42 AM

02/13/25

Cash Basis

Falcon Heights Condominium Assn.

Profit & Loss

January 1 through February 13, 2025

	Jan 1 - Feb 13, 25
1403 · Gas	
1403a · Gas-Community Center	132.14
1403b · Gas-Office	80.60
Total 1403 · Gas	212.74
1404 · Electricity	
1404a · Street Lights	304.66
1404b · Security Gate	38.44
1404c · Office	105.44
1404d · Community Center	96.74
Total 1404 · Electricity	545.28
1405 · Telephone	42.93
Total 1400 · Utility Expenses	8,130.35
Total Expense	59,465.54
Net Ordinary Income	60,998.95
Net Income	60,998.95

FALCON HEIGHTS CONDOMINIUM ASSOCIATION

ANNUAL MEETING 2025

RESOLUTION 2025-001

DATED 2/13/2025

TITLE: Certification of Proxies and Proof of Notice to Unit Owners

WHERE AS the Falcon Heights Condominium Association Bylaws, Article 2, specifies that an annual meeting is required of the Unit Owners on the first Tuesday in the month of February, and

WHERE AS the Falcon Heights Condominium Association Bylaws, Article 2 specifies that the proof of notice and certification of proxies by provided and

WHERE AS a certification of a quorum of the unit owners is declared or that a quorum is not met,

NOW THEREFORE the Falcon Heights Board of Directors in attendance, hereby approves Resolution 2024-001 and declares through the duly elected Board of Directors Chairman that a proof of Notice was provided, proxies have been certified and a quorum is:

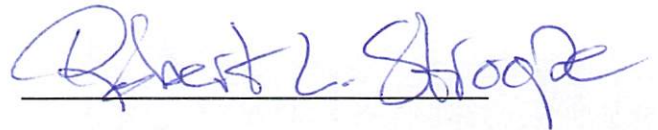
_____ PRESENT

 _____ NOT PRESENT (since 2002)

Accepted this 13th day of February, 2025 by a Board of Directors majority vote.

 _____

Anthony Anghinetti, President

 _____

Robert Stroop Secretary

**Falcon Heights Condominium Association
Resolution # 2025-002
Establishing Duties and Scope of Work for Managing Agent**

WHEREAS Falcon Heights Condominium Association is governed by the Board of Directors per Article 3 of the Bylaws and consists of volunteer homeowners that are duly elected and are responsible for overseeing and directing the business of the Association defined in Article 3.7

WHEREAS the Managing Agent is hired by the Board of Directors to oversee the day-to-day operation and administration of the Association per Article 3.8 and is assigned responsibilities and duties by the Board of Directors

WHEREAS it is determined the Board serves as governing body and the Managing Agent serves as the administrator of the Association

NOW THEREFORE, the Falcon Heights Condominium Association Board of Directors declares that the Managing Agent has the responsibility and authority to oversee, manage and administer the business of the Association as necessary, within the confines of the Bylaws.

With the following exceptions:

1. Managing Agent will not sign checks or open bank accounts on behalf of the Association.
2. Managing Agent is not to enter financial contracts in excess of \$5,000.00 without Board approval.
3. Managing Agent is not to approve modification requests that are outside the scope of the bylaws.
4. Managing Agent is not to appoint or remove members of the Board.
5. Managing Agent is not permitted to purchase or sell any assets without Board approval.
6. Managing Agent is not permitted to amend, modify, remove or alter any bylaw or resolution that has been approved by any Board, present or prior.

7. Managing Agent will not authorize any capital improvements or modifications without approval from the Board of Directors.


Managing Agents Duties and Scope of Work defined

1. Managing Agent will be retained as an independent contractor, who is not subject to Oregon employment law. The Board of Directors and contractor will clearly define the scope of contract in regard to fees, length of contract and obligations of both parties.
2. Managing Agent should be a well-qualified professional with a strong background in accounting, administration and community management.
3. Managing Agents being considered to enter a contract with the Association should be subject to a thorough review of references and criminal background check and be bondable.
4. Managing Agent will responsibly manage all financial accounts for the Association at the direction of the Board of Directors. This includes bank accounts, accounts payable and accounts receivable and collections.
5. Managing Agent will send out invoices and collect fees for dues, fines or other charges in a timely and consistent manner and within the scope of the bylaws.
6. Managing Agent will submit monthly financial reports to the Board of Directors including profit and loss statements, balance sheets, accounts receivables reports and bank statements.
7. Managing Agent will facilitate and prepare for regular and special meetings of the Board of Directors and ensure that those meetings are following Oregon State meeting laws.
8. Managing Agent will enforce the CCR's of the Associations bylaws (Article 11) in a fair and unbiased manner and within the confines of current policy approved by the Board of Directors.
9. Managing Agent will oversee the maintenance and upkeep of the Association assets and will be responsible for ensuring contractors are working within the scope of their contract.

10. Managing Agent will submit all required documentation to the Associations accountant to ensure timely filing of annual tax returns.
11. Managing Agent will prepare the annual budget and may form a budget committee, to present to the Board of Directors for approval.
12. Managing Agent is responsible for ensuring that the Association remains in compliance with local, state and federal laws and regulations.
13. Managing Agent will effectively and openly communicate with the Board of Directors, homeowners, vendors, professional contractors and government agencies, on behalf of the Association and within the scope of the bylaws.
14. Managing Agent will maintain all records, both financial and legal, in an orderly manner that is consistent with industry standards and ensure that all records always remain in control of the Association.
15. Managing Agent is responsible for ensuring that the Declaration, Bylaws and Resolutions of the Association are maintained, recorded, enforced and made available to Board members and homeowners upon request.
16. Managing Agent will ensure that all contracts, insurance policies and legal obligations are kept in good standing and available for review by the Board of Directors.
17. Managing Agent will make available any documentation requested by a homeowner or Board member that does not violate anyone's individual rights to privacy or violates the terms of a contract.
18. Managing Agent will perform these duties to ensure that the Association and the Board of Directors are represented in a professional and transparent manner.

Accepted this 13th day of February 2025 by a Board of Directors majority vote.

Anthony Anghinetti, President



Robert Stroop, Secretary

