

Stephanie Terrace
CONDOMINIUMS
Homeowner's Association

HOA BOARD MEETING

MEETING INFORMATION

Type

Regular Special Emergency

Date

20 March 2022

Time

18:00

Location

15000 SW Farmington Unit 31, Beaverton, OR 97007

Adjourned: 18:18

BOARD ATTENDEES (In attendance Not in attendance)

Title	Resident Name (Unit #)	Title	Resident Name (Unit #)
<input checked="" type="checkbox"/> President:	Chris Demke (Unit 30)	<input checked="" type="checkbox"/> Vice President:	Scott Glavan (Unit 31)
<input checked="" type="checkbox"/> Secretary:	Karen Van Raden (Unit 29)	<input checked="" type="checkbox"/> Treasurer:	Jeremy Ferris (Unit 22)
<input checked="" type="checkbox"/> Member:	Steve Lechleiter (Unit 03)	<input checked="" type="checkbox"/> Member:	Debbie Webster (Unit 19)
<input checked="" type="checkbox"/> Member:	Gail Stone (Unit 49)		

OWNER ATTENDEES (In attendance Not in attendance)

UNIT	UNIT	UNIT	UNIT	UNIT
<input type="checkbox"/> 1	<input type="checkbox"/> 12	<input type="checkbox"/> 23	<input type="checkbox"/> 34	<input type="checkbox"/> 45
<input type="checkbox"/> 2	<input type="checkbox"/> 13	<input type="checkbox"/> 24	<input type="checkbox"/> 35	<input type="checkbox"/> 46
<input checked="" type="checkbox"/> 3 – Board	<input type="checkbox"/> 14	<input type="checkbox"/> 25	<input type="checkbox"/> 36	<input type="checkbox"/> 47
<input type="checkbox"/> 4	<input type="checkbox"/> 15	<input type="checkbox"/> 26	<input type="checkbox"/> 37	<input type="checkbox"/> 48
<input type="checkbox"/> 5	<input type="checkbox"/> 16	<input type="checkbox"/> 27	<input type="checkbox"/> 38	<input type="checkbox"/> 49 – Board
<input type="checkbox"/> 6	<input type="checkbox"/> 17	<input type="checkbox"/> 28	<input type="checkbox"/> 39	<input type="checkbox"/> 50
<input type="checkbox"/> 7	<input type="checkbox"/> 18	<input checked="" type="checkbox"/> 29 – Board	<input type="checkbox"/> 40	<input type="checkbox"/> 51
<input type="checkbox"/> 8	<input checked="" type="checkbox"/> 19 - Board	<input checked="" type="checkbox"/> 30 – Board	<input type="checkbox"/> 41	<input type="checkbox"/> 52
<input type="checkbox"/> 9	<input type="checkbox"/> 20	<input checked="" type="checkbox"/> 31 – Board	<input type="checkbox"/> 42	<input type="checkbox"/> 53
<input type="checkbox"/> 10	<input type="checkbox"/> 21	<input type="checkbox"/> 32	<input type="checkbox"/> 43	<input type="checkbox"/> 54
<input type="checkbox"/> 11	<input checked="" type="checkbox"/> 22 – Board	<input type="checkbox"/> 33	<input type="checkbox"/> 44	

NEW BUSINESS

1. Fill the Secretary Void

Motion: Karen Van Raden for secretary, Jeremy Ferris for Treasurer, Scott Glavan for Vice President.

Vote: Favor: 6 Opposed: 0

Motion: Carried Failed

2. The Board ratifies its approval to accept and sign the Community Management with FRESH START Real Estate, Inc. The effective date of the new management agreement will be on 3/15/2022.

Vote: Favor: 6 Opposed: 0

Motion: Carried Failed

Stephanie Terrace
CONDOMINIUMS
Homeowner's Association

HOA BOARD MEETING

3. The Board discussed the termination of Superior Management's contract. The Board ratifies its approval to serve written notice to terminate Superior Management's management services effective 31 March 2022.

Vote: Favor: 6 Opposed: 0

Motion: Carried Failed

4. The Board discussed payment of the setup fee defined in the new management agreement in the amount of \$2,000 to FRESH START Real Estate, Inc. on or before March 23, 2022.

Vote: Favor: 6 Opposed: 0

Motion: Carried Failed

5. The Board discussed the movement of operating funds to allow FRESH START Real Estate Inc. to promptly begin management operations. The HOA shall instruct Superior Management to issue a check in the amount of \$10,000 payable to Stephanie Terrace Condominiums out of the current operating funds for the purpose of establishing a new operating account at Banner Bank Murray-Scholls in the name of the Stephanie Terrace Condominium Owners' Association. Superior Management shall deliver said check to FRESH START Real Estate, Inc. on or before 3/23/2022. Signors to the Banner Bank Operating Funds Account shall be the President (Christina Demke) and the treasurer (Jeremy Ferris) of the Association and officers of FRESH START Real Estate, Inc., including Mark Vandervest and Cindy Vandervest.

Vote: Favor: 6 Opposed: 0

Motion: Carried Failed

6. The Board discussed the movement of reserve funds to allow FRESH START Real Estate Inc. to begin management operations beginning 4/1/2021. The HOA shall instruct Superior Management to issue a check in the amount of \$10,000 payable to Stephanie Terrace Condominiums out of the current reserve funds for the purpose of establishing a new reserves account at Banner Bank Murray-Scholls in the name of the Stephanie Terrace Condominium Owners' Association. Superior Management shall deliver said check to FRESH START Real Estate, Inc. on or before 3/23/2022. Signors to the Banner Bank Reserve Funds Account shall be the President (Christina Demke) and the treasurer (Jeremy Ferris) of the Association and officers of FRESH START Real Estate, Inc., including Mark Vandervest and Cindy Vandervest.

Vote: Favor: 6 Opposed: 0

Motion: Carried Failed

7. The Board discussed the turnover transfer of remaining operating and reserve funds held by Superior Management to FRESH START Real Estate, Inc. All funds currently held in trust for the HOA by Superior Management will be turned over to FRESH START Real Estate, Inc. on or before the termination date of 01 April 2022.

Vote: Favor: 6 Opposed: 0

Motion: Carried Failed

Stephanie Terrace
CONDOMINIUMS
Homeowner's Association

HOA BOARD MEETING

8. The Board discussed the transfer of keys and building access credentials to FRESH START Real Estate, Inc. The HOA shall arrange to give new management access on or before 4/1/2021.

Vote: Favor: 6 Opposed: 0

Motion: Carried Failed

9. The Board discussed the transfer of all records to FRESH START Real Estate, Inc. The Board will instruct Superior Management to begin the turnover process of all records to new management beginning on or before 3/23/2021 and finalize the turnover on or before the termination date of 01 April 2022.

Vote: Favor: 6 Opposed: 0

Motion: Carried Failed

10. The Board discussed Owner notification of management change to FRESH START Real Estate, Inc. FRESH Start will deliver written notice of management change to all Owners in the Association, including the contact information for FRESH START Real Estate, Inc., on or before 3/23/2021. Additionally, FRESH START Real Estate, Inc. will send out an introduction letter with HOA payment instructions to all Owners on or about 03/26/2022.

Vote: Favor: 6 Opposed: 0

Motion: Carried Failed

11. The Board directs FRESH START Real Estate, Inc. to update the State of Oregon records to indicate the current officer positions and the new registered agent to be FRESH START Real Estate, Inc. effective immediately.

Vote: Favor: 6 Opposed: 0

Motion: Carried Failed

The next regular meeting for the Association is scheduled for **10:00 am on Saturday, 16 April 2022 at TBD.**

Adjournment:

The meeting adjourned at 19:15.

Minutes written/submitted by:

Christina (Chris) Demke

Name

President

Title