

**SUMMERFIELD TOWNHOUSE SERVICE ASSOCIATION #1
MINUTES OF THE BOARD OF DIRECTORS' MEETING 4/15/2026**

CALL TO ORDER: 3:35 PM

- The meeting was called to order at 3:35 PM by President **Ron Tenison**.

Residents in attendance: Joann Jeub, Nancy Sahler, Jan Bartlett, Marcia Taylor, Pat Saxton, Sandy Sisk, Marty Pachciarz, Diane Sisk

Board Members in attendance:

President, **Ron Tenison**; Vice President, **Bill Gregory**; Treasurer, **Jan Harrington**

ACCEPTANCE OF MINUTES: The March 18th Board meeting minutes were approved.

REPORTS OF DIRECTORS:

President - Ron reported that Secretary Steve Levine was out of town for the meeting. There is an owner roster being updated, pending some information from our most recent owners. Ron also reported that there was an anonymous note left on Ken Berry's guest's large van in Ken's driveway, commenting that it impedes the sidewalk. He is there temporarily, but longer than anticipated. Ron will let Ken know. The van is parked as close as possible to Ken's driveway, but it does impede the view of owners backing out into the street. Ron said there might have been a nicer way to take care of that, including communicating with Ken.

Secretary – Jan took notes of the meeting for Steve.

Treasurer – Jan presented the March 2026 **Profit & Loss** and also the **First Quarter** of 2026, plus the March 2026 **Balance Sheet** (all distributed at the meeting and on file). Income for the month of March was \$15,558 and Expenses were \$7,524, resulting in a net income of \$8,033. Increase in expenses reflects an annual expense for our State-required CPA Review. Total Assets were \$264,499; of that, Reserve accounts total \$185,725. We are just over our FDIC insured limit of \$250,000 at BofA, and Jan is getting information from several different banks to move required funds to a second financial institution, as required. The financial reports were approved as presented.

Vice President – Bill reported that the technology committee, which consists of Ron, Buzz and Bill, met again to address the storage of electronic documents, and the website modernizations. They will continue to meet and report back at future Board meetings, as we streamline and make more secure our proceedings and records. Bill also reported that we have installed updated virus protection on the current Treasurer's laptop, and that QuickBooks entries are now also being stored in the cloud often.

Bill also reported that we can set up more generic email addresses, ie, President.STSA1@gmail.com, etc, instead of using our officers' personal emails, which currently change after election of officers. He has options and costs, and the Issue was tabled until a full Board is present.

Landscape – John was not at the meeting, but Rain and Shine will likely begin checking our irrigation system and cleaning our gutters again when it is drier. <as an aside outside our meeting Landscape report, a reminder from John again that for anyone who wants their at-ground end of their gutter cleaned out, Tom at Rain or Shine will do that at a cost of \$100 per unit. Owners are responsible for drains from our gutters if they are plugged at the ground. Please let John know if an owner is interested>.

Nominating Committee – Nancy Sahler: No report yet.

Financial Committee – Marty Pachciarz and Sandy Sisk gave an update regarding the ability of most of our owners to now use Zelle or continue to pay via Bill Pay/ mailing a physical check from their bank to the HOA to pay for assessments. Several volunteer owners have been testing Zelle at their various financial institutions, which have been successful. Marty handed out a fact sheet to those who attended, which will be included in the Minutes. The committee is hoping that at least 30% of owners will change to Zelle, and the committee will help any owner through the process individually. In addition, they anticipate that many of our newest owners will choose this new option. Physical checks will continue to be accepted as well. Rollout for the Zelle process will begin for the May assessments for any owner who wishes to begin immediately.

Marty also handed out a survey relating to owner preferences for future HOA#1 SOCIAL GROUP social events, to get a sense of what our community prefers. Some discussion about various events occurred.

** Please return the Survey to Sandy Popkes' mailbox at **15830**.

Reserve Study – Ron distributed our current Excel Reserve Study document with a page from our recently-completed State of Oregon-required CPA Reserve Study, conducted by Schwindt & Company, and presented how some of the Reserve Study entries relate back to our colored Excel document. (distributed to attendees and on file) He answered questions from owners and there was discussion regarding a new State-required more technical inspection of major capital projects (ie, siding, roofs) to protect the homeowners associations' rights to sue firms for shoddy or not-to-code work.

Ron also reported that this year we will conduct a sampling of houses with vinyl siding areas to determine the potential size of our vinyl siding replacement project with HardiePlank siding. Bids will be requested thereafter.

A BYOB social will take place after the meeting, and all owners are welcome and encouraged to attend.

A motion to adjourn the meeting carried, and the meeting concluded at **4:27 PM**.

Respectfully submitted,

Jan Harrington – on behalf of HOA #1 Secretary, Steve Levine