



The Woodsman

A member publication for the residents of Bryant Woods ♦ January 2018 ♦ www.bwhoa.org

Bryant Woods Bylaws Update by Sharon Wood

The Bryant Woods HOA bylaws were originally written in 1981. As you can imagine much has changed since that time – our neighborhood has grown, state regulations have changed, and our forms of communication are very different. A committee of four has been formed to review and propose updates to the bylaws that will ensure that we are in compliance with state regulations and that will be beneficial for our community. The committee members, Ken Kaufmann, Dick Audley, Kathy Taylor, and Sharon Wood have already met twice to begin this review and updating process. We will be working for the next couple of months with the guidance of an attorney and the input from the board and the community as a whole. Please watch for additional information and opportunities to share your thoughts with the committee in coming months. The final step in this review process will be a vote of the full membership to approve the changes. The committee estimates the special meeting of the full membership will take place late spring/early summer. As soon as a date for the meeting has been set you will be notified via the Woodsman. Please plan on attending this very important meeting.

Rats Spotted; Prevention Tips! by Sharon Wood

A Bryant Woods neighbor has reported seeing rats in the neighborhood. Rodents often are attracted to homes for the three necessities of life: food, water and shelter. Please take the following steps to reduce or eliminate as many of these sources as possible.

To reduce food sources, garbage cans should have a secure lid and be emptied on a regular basis. Food, including bird seed and pet food, should be kept in sealed containers. Homeowners also should clean up fallen bird seed from around the base of bird feeders. As unbelievable as it may seem, rats will even eat pet feces in the yard. Picking up the waste can take that delectable option off the menu.

To reduce water sources, homeowners should fix plumbing leaks, remove outdoor containers retaining water and ensure spigots and sprinklers are not dripping. Rodent shelter can take the form of a woodpile or overgrown weedy areas. Keeping lawns and landscaping well maintained is advisable as is removing wood piles.

Secretary's Notes by Karen Logsdon

The meeting was held January 8th at the home of Linda Fuchs, 18571 Waxwing Way. Board members present: Linda Fuchs, JD Taylor, Kathy Taylor, Holly Gosewehr, Sharon Wood, Claudia Kehoe, Dick Audley. Absent: Jason Frank. Guests were Sally Page and Dave Bauer.

Attendee comments included concerns about seeing rats in neighborhood with owl nesting boxes suggested as a partial solution. Also suggested: news items about neighbor accomplishments, the danger of moss to roofs; that landscaping interfering with drivers' line of sight be remediated. Inquiry about documents on budget and long range financial plan (these items can be found on the website).

Action topics

December minutes approved.

By-laws update. The Board discussed the report of the By-laws Update Committee

Pool Rules and Violation Process. The rules and violation process were reviewed, discussed and edited.

Keys and contact information. All board members now have keys to the BWHOA shed and, if relevant to their job, the mailbox.

City of Lake Oswego grants. The City of Lake Oswego confirmed that HOAs do not qualify for municipal grants. BWHOA will try to work through the Bryant Woods Neighborhood Association and apply for an enhancement grant for

the corner of Deerbrush and Bryant.

Recruitment of Social Chair/s, Webmaster, and Directory master. The Board will begin recruitment for individuals or groups for the following social events: Easter; July 4; and Holiday festivities. Martine Kaufmann will be asked if she would like to continue with most webmaster duties; Holly Gosewehr will be the Directory master.

Document access: Kathy Taylor provided instruction for Board members on use of Dropbox.

Treasurer Report. The Board reviewed the 2017 financials and noted the transfer of \$4000 to R&R reserve, which was approved by Board in December. Kathy reviewed how BWHOA bills are currently paid: auto pay by bank; online; manual checks; and credit card. An internal control policy will be drafted to address the migration to more online banking.

Committee Reports

Social. Linda collecting all receipts from Holiday celebrations

Communications. The newsletter was published at a cost of \$55.00 and delivered to houses at cost of \$20.00

Common Area. reported under Grants discussion

Architecture. No new requests since last Board meeting.

There being no further comments nor business, the meeting was adjourned at 9:03 p.m.

Next Board meeting is February 12, 2018 and will be held at Linda Fuchs' home, 18571 Waxwing Way.

Treasurer's Report – Preliminary Results for 2017

Balance Sheet			Profit & Loss - Budget to Actual			
	Dec '17	Dec '16	REVENUE	Dec '17	Budget	Variance
ASSETS			Assessments	112,000	112,000	0
Operating Cash	10,758	2,984	Other	<u>2,814</u>	<u>3,140</u>	<u>-326</u>
Reserve & Renewal Savings	<u>44,106</u>	<u>40,074</u>	Total Income	<u>114,814</u>	<u>115,140</u>	<u>-326</u>
Total Cash	<u>54,864</u>	<u>43,058</u>	EXPENSE			
Accounts Receivable	1,475	1,807	Pool Operation	-43,403	-42,880	-523
Less Allowance for Doubtful	-1,000	-1,000	Common Area	-36,271	-32,420	-3,851
Prepaid Expense	<u>3,065</u>	<u>2,909</u>	Architecture/Social	-2,953	-3,500	547
Total Assets	<u>58,404</u>	<u>46,774</u>	Neighborhood Trash	-5,787	-6,900	1,113
LIABILITY			Communications	-973	-1,500	527
Accounts Payable	1,745	1,636	Administration	<u>-8,872</u>	<u>-11,100</u>	<u>2,228</u>
Deferred Revenue	<u>6,048</u>	<u>0</u>	Total Expense	<u>-98,259</u>	<u>-98,300</u>	<u>41</u>
Total Liability	<u>7,793</u>	<u>1,636</u>	CAPITAL			
EQUITY			Capital	-5,736	-7,300	1,564
Fund Balance, beginning	5,032	17,906	Storm Damage Pool	-5,346	-5,350	4
Net Income	1,473	-12,842	TRANSFER to Reserve	<u>-4,000</u>	<u>-4,000</u>	<u>0</u>
Designated R&R Reserve	<u>44,106</u>	<u>40,074</u>	Net Income	<u>1,473</u>	<u>190</u>	<u>1,283</u>
Total Liability & Equity	<u>58,404</u>	<u>46,774</u>				

Help Wanted! An experienced accountant or bookkeeper with expertise in QuickBooks Online, electronic banking, and proficiency in Excel. Kathy Taylor is currently doing BWHOA accounting. It would be helpful to have a second person who could step in as needed. Call Kathy (503-709-3598) for more information.

President—Kathy Taylor	president@bwhoa.org
Vice President—Holly Gosewehr	vp@bwhoa.org
Secretary—Karen Logsdon	secretary@bwhoa.org
Treasurer—Jason Frank	treasurer@bwhoa.org
Pool—Dick Audley/JD Taylor	pool@bwhoa.org
Architectural—Karen Logson/JD Taylor	architectural@bwhoa.org
Communications—Claudia Kehoe	communications@bwhoa.org
Common Area—Sharon Wood	commons@bwhoa.org
Social—Linda Fuchs and Board	social@bwhoa.org