



New Member Welcome

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Saturday, Apr. 15th @ 1:00 pm
Dining Hall (next to the Office)

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Saturday April 22nd 7:30 - 10:30am
Dining Hall \$5.00 (Kids under 6 FREE)





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New Member Meeting

by Nancy Dale

All new residents to Woodburn Estates & Golf are invited to attend the New Member meeting on Saturday, April 15 at 1:00 p.m. in the Dining Hall. Snacks and refreshments will be provided by our sponsor, Washington Federal. New members attending will receive a gift certificate from the Country Cottage, our on-site, golf course view restaurant.

Come and mingle with the Board of Directors, and other new residents to Woodburn Estates. This is an informal atmosphere, and your Board of Directors are available to answer your questions, and speak with you one-on-one. We’ve also invited community members (your neighbors) to speak about some (not all) of the activities we have at Woodburn Estates.

New packets will be personally delivered to all who have moved here since January, 2017. However, if you’ve never attended a new member meeting, and moved here prior to January, 2017 you are welcome to attend as well.

If you have any questions, contact Nancy Dale, Director of Membership and Real Estate, at 503-805-2025.

Tax Time

by Donna Rector

The countdown has begun. Here it is the 14th of April. Every day since the first of January, I have had big plans to tally up all prescriptions, doctor’s appointments, etc. for the big day coming on the 18th of April. Each day I said to myself "Just sit down and do January and the next day tally up February and so on." But no, something always was more important and more interesting to do. The obvious things won out, such as reading a magazine and watching the new administration settle in. Heck, I even found pulling weeds more intriguing and tantalizing than tallying up numbers for my taxes. But today is the day. I won’t get up until it is done. Oops forgot about the new recipe I’ve been wanting to try... why not...it is only the 14th of April. Still have lots of time!

Woodburn Estates & Golf – OLCC Update

by Janice Aiken, Rules Committee

Woodburn Estates & Golf renewed their liquor license with OLCC recently. There are no changes in the current license requirements.

Currently, we are asking for volunteers from our members to serve alcohol at events and approval has been made by the Board of Directors to reimburse or pay for that training for those who took the test already as a volunteer starting February 1, 2017. The offer is through the end of May. We are looking for a trainer to come to Woodburn Estates & Golf to train members here.

Events may include dances, tournaments, street potlucks held at the dining room, sports events watched on the “Big Screen”. We need to remind you that you cannot drink if you are serving. So we would like volunteers who would be willing to volunteer at events and do not consume alcohol so that each event is covered. Contact me if you are interested in volunteering for this training.

In approved events and activities, one may bring wine but it must be opened by a permitted server. For clarification; Wine is the only item in the Oregon Administrative Rule that is allowed for a corking fee. Beer is not allowed to be brought onto our premises, per our license, but it can be purchased through the Pro Shop or Country Cottage. Hard liquor is not part of our license.

A small group, with representatives from several activities and the board, have regularly met to learn about the process with OLCC and have been in direct communication with OLCC in person and by phone or email. OLCC has been very gracious and helpful in guiding us.

Thank you for the time given by these representatives and please address any questions that you may have to me directly at 503-984-1419. My committee or I can answer your questions. If you have heard rumors about changes, please contact us for a direct answer versus hearing it from others.

2017 News & Views Schedule

In April and May, News & Views will publish as follows:

Copy due by 9:30 a.m.	Publication Date
Thursday, Apr 20	Friday, Apr 28
Thursday, May 4	Friday, May 12
Thursday, May 18	Friday, May 26
Thank you, everyone, for your cooperation.	

NEWS AROUND THE NEIGHBORHOOD

Attention CERT Members Only

by Robin Suter

On Tuesday, April 18, 2017 at 5:30 p.m. in the Travel Room there will be a “Get to know you” meeting. We will talk about how to map the Woodburn Estates & Golf neighborhoods in the event of a disaster. There will also be a discussion on the documentation materials and where they can be found. I hope to see all CERT volunteers from Woodburn Estates at this meeting. If you have any question please contact Robin Suter @ 503-984-9962.

Come Dance with Us

by Tony Polinsky

Want to improve your mind while getting exercise? Try Square Dancing. Have we lost you already? Don’t think of your 5th grade experience when you didn’t want to touch the opposite sex.

Golden Squares will offer lessons if enough interest is forthcoming. No partner necessary, but nice. Lessons will begin Saturday, May 6, at 6:00p.m. at Woodburn Estates Auditorium. Please call Gin Johnson at 503-982-0448 or Teija Danskey 503-381-8513 for more information.

Hand & Foot Cards

by Shirley Bishop

Our card group is new and has plenty of energy and always looking for more people to join us. Last time, we had full tables (4 at each table). We play with Partners or cutthroat (cutthroat meaning we do not play with partners

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if there is not an equal amount of people to play).

If you enjoy playing cards and laughing and having FUN come join us on Saturdays at 5 p.m. in the Blue Room. We would LOVE to have you join us.

PS: Not required but, if you wish to bring an easy snack - that would be great - but definitely not required.

Who’s on Third?

by Trudy Fowlks, Concert Coordinator

Once again we are very fortunate to have Roger & Nancy Wilhite returning for our April “Who’s on Third?” concert. Roger & Nancy are two extremely talented local pianists/musicians that I refer to as “Woodburn’s Ferrante & Teicher”. Their concerts always have lots of variety and entertainment, along with a few surprises and many “friends” that they invite to join them.

This concert will include many of their favorite standards like “Brazil”, “Exodus” and “Crown Him with Many Crowns” (piano & organ duet). This time they are combining the two choirs that they each direct (Woodburn UMC and Aurora Presbyterian) to join them, along with small bluegrass band guitars, bass, mandolin and banjo for “Bigger than Any Mountain” and “I’ll Fly Away”.

Please note the date change for this concert. **Because Easter falls on the 3rd Sunday, we have moved this concert to APRIL 23rd (the 4th Sunday).** Please mark your calendars carefully so as not to miss this wonderful afternoon of music and fun.

A free-will offering will be taken, as usual, to continue to cover the cost of our concert expenses. We will to have our usual mid-concert intermission with refreshments provided by Country Meadows and Cascade Park.

Woodburn United Methodist Church is located at 700 N. Cascade Dr. (just south of the Cascade Park Retirement complex). Please mark your calendars for Sunday April 23rd, 3:00-4:30 p.m. and plan to come and join us for this upbeat, high energy concert. Invite someone new to come and enjoy the afternoon with you. This is an opportunity to experience an excellent performance by familiar local musicians. You can call the church (M, W or Th. from 9 a.m. - 1 p.m.) at 503-982-2891 if you need more information. I’m looking forward to seeing you there for this very entertaining afternoon of fun, fellowship and music.

Woodburn Estates Dance and Social Club

by Bill Coleman, Chairman

RE: The First “Last Friday Dance”

Spring not only brings flowers and budding trees, it also brings a return of our “Snowbirds” back from warmer climates, just in time as the Woodburn Estates Dance and Social Club launches our first “Last Friday” dance of the 2017 season. Last year’s “Last Friday Dance” was such a success that we’ve decided to continue the tradition of holding a second casual social gathering on the last Friday of each month over the summer.

We’ll kick off our first “Last Friday Dance” with music by our familiar friends “Your 50’s Band” featuring Glenn Parkhurst on Friday, April 28th at 7:00 p.m. Join us at the Woodburn Estates auditorium, located at 1776 Country Club Road as “Your ‘50’s Band” swings you into the heart of spring! To reserve a table for your special group, call Marge at 503-981-1421.

Your \$8 admission gets you into the party, and access to all the punch and popcorn you can eat. You’ll want to take advantage of the chance to win a big cash prize by participating in the evening’s 50/50 raffle. Remember, this is a public dance so bring your friends.

Next up: Our “Second Saturday Dance” will swing you into spring with the ever popular “Supernaturals” at 7:00 p.m. on May 13. Wear your cowboy hat and boots for the “Last Friday Dance” on May 26, featuring the rockabilly/country sounds of “The Bronco Billy Band.”

In Memory Of...

Susee, Emil – March 28, 2017

Merris, Ralph – April 2, 2017

Memorial Service Friday 4-14-17 • 3 to 5 pm in the Auditorium

Lang, Christine – April 3, 2017



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Thank You

To all of our clients and friends, we want to thank you so much for your support. You all mean a great deal to us and we are truly blessed to know so many of you! We love to talk with you and get to know each of you and your families through our conversations which at times can be funny, touching, hilarious, and/or heartbreaking, but mostly FUN!

Thank you for letting us handle you hair needs. Without all of you we would not be doing as well. We look forward in the next couple of years to expanding to a larger facility – hopefully sooner rather than later. However, if it’s not meant to be, we are still so grateful for what we have.

A special thank you to the best restaurant in town – Country Cottage! Their team is amazing and have been so supportive to us! Thank you, Renee Hayes!

Sincerely, Sara Bagdanoff of Sara’s Salon & Barber

Spotlight on Gerald “Jerry” Behm

by Diana Lindberg

One of our resident members had a career spanning 36 years working for the federal service center. In the 1987 retirement letter from the Department of the Navy, it states:

“I note with interest that you have a long and varied Federal service career. You began your career in July 1949 with the Forest Service located in the Shasta National Forest, California. You transferred to the Puget Sound Naval shipyard in October 1950 and enlisted in the U.S. Air Force in March 1951. After serving honorably for four years, you returned to Civil Service at the Naval Torpedo Station, Keyport, Washington in March 1955.”

The letter goes on to say, “During your tenure at NUWES, you made significant contributions to such programs as the MK 46, MK 48, Combat Systems Refurbishment, and Electronic General Assembly. Your dedication to duty can best be exemplified by the high standards of workmanship and quality that is exhibited.”

Jerry, and so many of our members here, are valued for their contributions to our country and enjoy life at Woodburn Estates. Jerry can be seen riding his bike through the neighborhood when he is not working in his flower beds or washing his car sparkling clean! For many years, Jerry was also a golfer on our golf course, last playing in Sundowners on Monday nights. Say hello the next time you see him out and about.



Stuff You Should Know



by Sharyn Cornett

The quilters in the craft room are very low on inventory to make quilts. These ladies have been hand quilting for many years together... just check their calloused finger tips! Every year in the *News & Views* is a detailed list of all the donations they have given around town from the profits of all their hard work. Their hand work has a very good reputation in the world of quilters, so all you would-be quilters out there, get some work for them to do! These quilts can come from anywhere not just Woodburn Estates. SEW ON!

Wii Bowling has been dwindling down to a precious few. The hunt is on for more players. Check the activities calendar for time and place. Come have fun.

The day that the rain came down, Mother Earth smiled again! I just wish she would just quit smiling for a while. This rain is keeping everyone home. We want you out and about and coming to activities at the clubhouse. Put on a happy face, come enjoy things here with your friends and neighbors.

The Potato Bash was attended by 165 people at \$5.00 apiece. Do the math. Minus a few expenses like reusable signs and other items. Thank you to all who came, set up, sliced, served, ate and cleaned up. It amazes me how fast everyone can clean up. A very large thank you to Emerald Gardens for the food and all the trimmings. Thank you Rita Girard for the detailed notes from last year. So very helpful. Proceeds will be spent updating the card room.

May 18, we are having a celebration for Veterans sponsored by Country Meadows Village. We are requesting your pictures and names to be turned into the resource table at coffee hour before this date.

There was 150 pounds of food collected in March for the food bank! Absolutely *FANTASTIC!*

Free Ads

Next Publication of NEWS & VIEWS
April 28, 2017

Deadline for Articles, Thursday, April 20, 9:30 a.m.

NOTICE: When submitting free ads
be sure to include your MEMBERSHIP NUMBER.

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Rules Committee 12/12/2016

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Women’s Golf General Meeting Minutes

Estates Women’s Golf General Meeting March 20, 2017

Meeting was called to order at 11:35 a.m. by President, Paula Kilgore followed by the Pledge of Allegiance.

Marlene Johnson moved to approve the minutes of the February 20, 2017 meeting as published in the *News & Views* March 10, 2017. Motion was seconded by Sally Carter and approved.

Treasurer’s Report–Nancy Reed:

Balance 1/31/2017	\$5,602.99
Deposits	\$ 859.50
Expenses	\$ 280.22
Balance 2/28/2017	\$6,182.27

Assistant Secretary–Karen Ewing: Nothing to Report.

VP–Marlene Johnson: Nothing to Report.

COMMITTEE REPORTS

OGA/Rules–Susan Gsell:

Proposed rule changes for the “Accidental Movement of a Ball on a Putting Green”. The USGA will be changing this rule in 2019 to allow players to not receive a penalty when their ball is moved accidentally while on the green. It is recommended a local rule be adopted previous to 2019. Diana Lindberg moved to adopt a new Accidental Movement of a Ball on a Putting Green Local Rule where no penalty is assigned to the player when the player’s ball moves under accidental circumstances. Paula Kilgore seconded the motion. Motion passed.

Ruling on “Standing Water and Moving a Ball”. A current local rule exists to allow the player to pick up and drop their ball away from standing water and muddy, lumpy areas of the course. This may even allow for the movement of the ball from the rough to the fairway depending on the circumstances. Susan reminded everyone that accidentally moving a ball on the fairway requires the player to return the ball to its original location and taking a one stroke penalty. If the player does not return the ball to its original location and hits from the secondary location, they are assigned a two stroke penalty.

Membership & Books–Marge Epling, Lois Scheidegger:

The new membership books are now available. There are currently 92 total members.

Social–Louise Davidson:

Next month’s lunch is April 17. Please have your money in by 5:00 p.m. on April 11. Spaghetti, Caesar Salad, Garlic Bread and dessert will be served.

Handicap–Sally Carter:

Donna Jentzen has recently resigned from the Handicap Committee. Marlene Johnson will be replacing her.

Greens Committee Report: Sally Carter will read the Greens Committee Report. It will be recorded in the Board Minutes and not recorded in the Ladies Golf Minutes.

Sunshine–Mary Bauer: Cards were sent to: Carol Bettendorff, Dorothy McGary, Don Blaylock, Arlene Langendoerfer, Joann Munson, Judy Scholer, Penny Sealy.

UNFINISHED BUSINESS:

Lounge Paint Update–Paula Kilgore: The blue-gray color originally chosen for the golf lounge was not accepted by the House Committee. There are plans to replace the carpeting and a new paint color will be chosen at that time. The sage green paint color chosen for the Ladies Lounge was accepted by the House Committee. Maintenance staff will be painting sometime soon.

Voucher Fund Audit, 9-Hole Eclectic and Mixed Updates–Diana Lindberg: The 9-hole eclectic cards are in the boxes for those members who have paid so far. The envelopes to sign up are in the golf lounge. The committee has met twice and Len Westphal has met with most of the 2017 sponsors. The schedule is online at the website with the game date and game. All of the events are 4 person teams except June 10. The schedule was printed in the last *News & Views* on March 10, also.

Constitution Amendment: Penny Sealy moved to approve the updated Constitution Amendment. It was seconded by Paula Kilgore. Motion Passed

NEW BUSINESS:

Classification of Oregon Trails Program - Who can use? Currently the golf pro staff interpretation of eligible participants in the Oregon Trails program are men’s and women’s club members paying full golf dues. In order to ensure all golf club members can utilize this program, it was decided at the executive meeting that all men’s and women’s club members should be able to participate, including those purchasing punch cards. Paula Kilgore will be presenting this proposal to the General Board at her next meeting.

Tournament Schedule Update - Horse Race; Changing Days from Saturday to Friday. The Women’s Horse Races were scheduled on Fridays instead of Saturdays this season. There had been a request to change one of the Horse Races to a Friday but for whatever reason, they were all scheduled for Fridays.

Earlier Meals- The tournament meals will now be served at 2:30 to 3:00 p.m.

Handicapping Policy Update - The Handicap Policy committee will meet again on Thursday, March 23. Paula Kilgore, Marlene Johnson, Rosa Nichols and Karen Ewing will be attending an OGA training on April 18.

Sign-In Requirements for Insurance Purposes. When and Where - Any golf members playing golf after the pro shop closes are required to sign in before playing. The sign-in log is located in the golf lounge after pro shop hours. Sign in is required to ensure possible insurance coverage in the case of accidents. It is also important for the recording of the actual number of rounds of golf played.

50/50 and Badge Drawing – Sharon Price: 50/50 winner \$14.00 Linda Eaton; Badge winner \$.75 Sandy Blaylock.

ANNOUNCEMENTS:

Paula Kilgore announced the OGA Golf Course Rating will be conducted on Wednesday, May 10, 2017. This will affect the ladies 18-hole play on that day. Paula will update players as more information is forthcoming.

Susan Gsell will be posting a list of senior golf tournaments in the Ladies Lounge.

President, Paula Kilgore adjourned the meeting at 12:15 p.m.

Karen Ewing, Assistant Secretary

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March 29 Luncheon/Meeting



Commissioner's Luncheon

by Dawn R Cole

At March 29 luncheon/meeting with County Commissioners Brentano & Cameron, and Woodburn Mayor Kathy Figley, we had a fair turn-out of about 20 members. An agenda was handed out, and after lunch the Commissioners introduced themselves and spoke about several projects.

1. **Santiam Canyon/Detroit Lake:** Have restroom facilities for tourism at Santiam Canyon, and a lower docking ramp for boats at Detroit Lake.
2. **Health care:** Question was asked about "Opioid addiction" in our county and what's being done about it. The answer was that law enforcement has a program to try and get people treatment in lieu of arrests, but that there is not enough money to run the rehab centers for long.
3. Questions were asked about the "**Smith Project**", and whether they were planning on punching through the development onto Santiam. The Mayor wasn't sure so Director Aiken clarified that at a Planning Commission meeting when brought up the idea was shut down because the lot the city would use has a water line running under it and WEG owns the land.
4. Question about whether the **roads** will be improved or added to accommodate increased traffic, and another freeway onramp/exit added. The Mayor responded that Settlemeyer and Boones Ferry are being looked at for widening (where possible), Hayes as being scheduled for resurfacing and widened from Settlemeyer to Evergreen, and sidewalks added on both sides. As for the new freeway access, the Mayor said if it happens it would most likely have to follow stringent federal guidelines and be placed at the St. Louis overpass.
5. A question about whether the **land south of Tukwila** is scheduled to be built on and the answer was yes.
6. A question about the "**Mid-Willamette Homeless Initiative**" just completed by the county with a possible suggestion of adding "Accessory Dwelling Units" (tiny houses) where possible to help house the homeless. The question was whether they have taken into consideration that wherever these might be placed there has to be plumbing, electricity, water and sewage hook-ups available. Commissioner Cameron said that yes that was being looked into, and that placing these in our community is "permissive" not mandatory, so this would go through the Mayor and city hall.
7. Question was asked about **drainage around WEG**, or the lack thereof and that it's flooding areas of the golf course. Commissioner Brentano asked to speak to the member after the meeting to learn more.

Lady Putters Begins Their Eleventh Season

by Mickey Harrison & Gwen Egan

The Lady Putters begins again on Monday, May 8 – so mark your calendars!! If you have played with us before, you know the drill, but we want to take this opportunity to invite any lady member of Woodburn Estates & Golf (resident or associate) to come and join us.

We are a group of ladies who have never played golf, or play golf, or no longer play golf – but our goal is to get that little white ball into the hole and have fun doing it.

We meet in the ladies golf lounge, located next to Country Cottage, just between the restaurant and the ladies restroom, every Monday morning beginning May 8 through September 25. It is not mandatory to play every week, but we think you will soon discover that you don't want to miss the fun. We begin promptly at 10 a.m. and it takes about an hour to sink as many "holes-in-one" as you can, and enjoy a lot of comradery in the process.

We have our own 18-hole putting green behind the swimming pool building reserved every Monday morning. Your first time is free so you can come and try it out – even have a few putters to borrow for the day. Membership includes a day when we invite our husbands, significant other, or male friend to come and play and have a free lunch. At the end of the season we have a wind-up lunch and awards party.

So dust off that putter - or borrow one - and come and try it out! We look forward to seeing all of you and enjoying a successful eleventh season!

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MINUTES OF THE WOODBURN ESTATES & GOLF BOARD OF DIRECTORS SPECIAL MEETING

March 7, 2017, 1:30 p.m.
(Approved March 28, 2017)

James Taylor *President*
RV Lot

Janice Aiken *Vice President*
Rules & Regulations/CC&R's

Chuck Johnson *Treasurer*
Budget

Dawn Cole *Director*
Architectural

Malena Turner *Secretary*
Activities

Paula Kilgore *Director*
Golf

Allan Lindberg *Director*
Web/Tech/News & Views/Marketing

Larry Jones *Director*
House

Nancy Dale *Director*
Membership/Real Estate

1:30 p.m. President Jim Taylor called the meeting to order and requested that all in attendance please stand for the Pledge of Allegiance and silence their cell phones. President Taylor welcomed everyone to the meeting.


Establish a quorum: Board members present: Jim Taylor, Janice Aiken, Malena Turner, Larry Jones, Allan Lindberg, Paula Kilgore, and Nancy Dale. Dawn Cole and Chuck Johnson were absence. Per Secretary Malena Turner there was a quorum.

President Jim Taylor: Welcome to our March 7, Board Special Workshop meeting. There are times the board needs to discuss, in general, issues facing the Association or to brain storm potential improvements or ways to update our operations.

But any time 5 or more board members congregate to discuss Association matters it comprises a Quorum, and is therefore subject to Oregon open meeting laws.

So, while this is an open meeting, no decisions regarding changes to our operating methods will be made today. Nor will there be any open mic comments at the conclusion of the meeting.

I encourage each of you to talk to



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Kerin Ostrom, GRI
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Darla Clark, SRES
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Jerry Simonsen
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Nancy Bellinger, GRI
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Gina Audritsh
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board members regarding your opinion of the issues discussed or to suggest ideas for future discussions.

Subjects presented for Discussion:

1. **New member packets to new members expeditiously.**
2. **Common form for all motions, also a template for reports.**
Could templates be downloaded to home computer?
3. **Program to reach out for more volunteers.**
4. **News & Views location to change to travel office**
5. **Who is in charge of:**
Issue is being able to bring issue to board.
6. **Budget issues:**
Each committee has budget ability to track in and out.
7. **Purchase Order program.**
Tie payments to line item and okay by committee chair
8. **Play a Round on us.**
Have time limit for use
9. **Category for occupant for adult children.**
Without additional charge
Alternative may be a guest card
10. **Group golf lesson program.**
Mentor program through Men’s and Women’s Golf clubs
11. **Investment Policy.**
12. **Safety Committee-Oregon Admin Rules.**
13. **Function of the Tech Committee.**
14. **Rentals to outside organizations.**
It would have to be ADA compliant
15. **Suggestions box in the Lobby.**
Especially for use by owners to identify safety issues
16. **Billing Coding with respect to legal billing.**
Can we track legal costs that span several months?
17. **Advertising on our reader board.**

Motion to Adjourn was seconded and approved.
Respectfully submitted, Malena Turner, secretary
Next BOD meeting will be March 28, 2017 at 1:30 p.m.

Notice to the Bulletin Board “Posters”

by Rules Committee

To whomever is posting copies of vendor’s ads with remarks about their work or who draw on their ads and cards, please stop now! Although our bulletin boards are for our membership, it is not meant to be a personal vendetta against a business and will be removed.

When hiring a vendor –

- Ask them if they are licensed and insured in their field before you use them and get the numbers.
- Confirm that they are licensed and bonded, if required.
- Get references before you use them and check the references.

If you have issues –

- Try and resolve the issues with the vendor.
- Contact the correct licensing board and make a complaint if not resolved.
- If it is one of the vendors that advertises in our Directory or News & Views, contact the board chairperson who heads that department so that it may be documented. This year it is Allan Lindberg.

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<div>K'Bella All-Over Color \$45 Expires 4-30-17</div>	<div>K'Bella Perm/Haircut/Style \$50 Expires 4-30-17</div>	<div>K'Bella 1-Hour Massage \$50 Expires 4-30-17</div>

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MINUTES OF THE WOODBURN ESTATES & GOLF BOARD OF DIRECTORS MEETING

February 28, 2017, 1:30 p.m.
(Approved March 28, 2017)

James Taylor <i>President</i> RV Lot	Malena Turner <i>Secretary</i> Activities
Janice Aiken <i>Vice President</i> Rules & Regulations/CC&R’s	Paula Kilgore <i>Director</i> Golf
Chuck Johnson <i>Treasurer</i> Budget	Allan Lindberg <i>Director</i> Web/Tech/News & Views/Marketing
Dawn Cole <i>Director</i> Architectural	Larry Jones <i>Director</i> House
	Nancy Dale <i>Director</i> Membership/Real Estate

1:30 p.m. President Jim Taylor called the meeting to order and requested that all in attendance please stand for the Pledge of Allegiance and silence their cell phones. President Taylor welcomed everyone to the meeting.

Establish a quorum: Board members present: Jim Taylor, Janice Aiken, Malena Turner, Chuck Johnson, Dawn Cole, Larry Jones, Allan Lindberg, Paula Kilgore, and Nancy Dale. Per Secretary Malena Turner there was a quorum.

President Jim Taylor: Welcome to our February Board meeting. We certainly hope this one will be shorter than our January board meeting, but I want to congratulate our Board members for the volume of business they accomplished at that meeting and the members who attended for their persistence.

In the past few weeks, I’ve had the opportunity to attend several committee meetings and observed the work of our volunteers. Woodburn Estates & Golf is fortunate to have so many dedicated people working for the benefit of our owners. I’m not sure we could even accurately calculate the hours they spend each week, without any compensation. If you have an opportunity, please thank those who volunteer for one or more of our many committees.

TREASURER’S REPORT-Director Chuck Johnson: The balances reported today were reconciled with bank statements and balance sheets provided by the Estates bookkeeper as of January 31, 2017.

Our Operating Account balance as of January 31, 2017, was \$1,154,879.40.

Our Reserve Account balance as of January 31, 2017, was \$946,824.21.

The Accounts Receivable statistics presented in this report were determined as of February 24, 2017. On this date, the balance of our Accounts Receivable was \$108,426.38. This delinquent amount includes several submitted payment plans which I will be presenting to the Board today in Executive Session for discussion and possible approval. We continue to encourage members who are experiencing financial hardship to submit payment plans to allow them to become current with their annual assessment within a specified period of time. We currently have 124 delinquent accounts, up substantially from my last report. However, since the cutoff for payment of the annual assessment was January 31, 2017, it may well be that payments will be received late or payment plans will be submitted for approval. There are 5 delinquent properties in foreclosure with a total delinquent balance of \$14,180.77. Our attorneys are currently handling 9 delinquent accounts in an effort to collect the money owed to the Association. These 9 delinquent accounts total \$21,642.10.

Also, during today’s Executive Session, I will present to the Board information regarding a delinquent account that we received back from our attorneys wherein it was their recommendation that we write off said account as being uncollectible. The delinquent amount that is deemed uncollectible totals \$2,314.42.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

The “underline is words added” and “strike-out are words to be deleted” in each motion is the new language. If you have any questions or concerns, please contact Rules Chair, Janice Aiken.

RULES AND REGULATIONS

Director Janice Aiken motion #1: I move that the following changes to the Rules and Regulations be Posted until the next regular meeting on the corporation bulletin board. *Seconded and approved to post.*

1.10 Rental Rates - Time period must include set up, event and take down, with rental reservations available for the time reserved on the day of the event only, unless prior authorization from the office is approved.

Increases for rental rates below will be effective May 1, 2017, excluding any reservations that were made before the effective date.

Auditorium: ~~\$100.00~~ \$150.00, Dining Room: ~~\$75.00~~ \$125.00, Kitchen: ~~\$50.00~~ \$75.00

~~Craft Room~~ \$50.00, Blue Room \$50.00, Gazebo: \$75.00, Travel Agency Room \$50.00.

Director Janice Aiken motion #2: I move that the following changes to the Rules and Regulations be Posted until the next regular meeting on the corporation bulletin board. *Seconded and approved to post.*

DELETE due to duplication: ~~6-4 Guests under age Eight (8) are not permitted in the spa or to use the exercise room equipment.~~

Director Janice Aiken motion #3: I move that the following changes to the Rules and Regulations be Posted until the next regular meeting on the corporation bulletin board. *Seconded and approved to post.*

8.3 Sign locations

~~Except for~~ With the exception of the “hours of operation sign” and emergency phone numbers, no sign, placard or other written or printed material may be posted on the windows, glass cases at the entrances, or doors.

Director Janice Aiken motion #4: I move that the following changes to the

Rules and Regulations be Posted until the next regular meeting on the corporation bulletin board. *Seconded and approved to post.*

10.3 Use of facilities

Renters must become Associates in order to use any Woodburn Estates & Golf facility. The 50-year minimum associate age rule does not apply to renters, as renters must be age 55 and above to qualify as renters.

Director Janice Aiken motion #5: I move that the following changes to the Rules and Regulations be Posted until the next regular meeting on the corporation bulletin board. *Seconded and approved to post.*

12. VEHICLES

For the purposes of this section a vehicle is defined as a licensed, street legal and motorized passenger car, or pick-up, intended to carry the owner of the vehicle and passengers as designed by the manufacturer.

a. The vehicle may include a motorcycle.

b. The vehicle must be operable.

12.2 Off Street Parking

Parking is prohibited on lawns, sidewalks or unpaved parking surfaces. Consideration may be given to paving blocks with prior completion of an Architectural Review Form, and approval of the Architectural Committee.

Director Janice Aiken motion #6: I move that the following changes to the Bylaws be Posted until the next regular meeting on the corporation bulletin board. *Seconded and approved to post.*

BYLAWS

5.5 Meetings.

5.5-1 Regular and special meetings of the Board shall be held at the Corporation office or at such place as the President designates. All Board meetings are open to the membership, excepting special meetings held in Executive session. Non-Board members attending open meetings may not participate in the business being conducted by the Board.

Regular Board meetings are held once a month on the fourth Tuesday of the month ~~except for~~

EXCEPTIONS

5.5-1 (a) December - ~~when the Board will meet on the~~ Second Tuesday of the month with a second meeting in December, if needed.

5.5 - (b) January – Two meetings, second and fourth Tuesday.

5.5 – (c) – Emergency meetings, as declared in the Articles of Incorporation of the association 4.8 and as defined in the Oregon Statutes 94.640. An emergency meeting is defined as a meeting with less than three (3) days’ notice as required by special meetings in 5.5-2 below, or as noted for regular meetings in this section. The association recognizes that emergency meetings are to be used only in dire situations where the board cannot hold-up an action for three (3) days for a special meeting. The reason for the emergency meeting must be stated in the minutes of the meeting, and shall be the only item of business on the agenda or discussed.

Directory Larry Jones motion #1: I move to approve a bid from Snyder Roofing Co in the amount of \$80,000 to replace the roof on the Auditorium. Under Asset ID #1152. There was \$26,992.00 allocated for the repair of the roof. Unfortunately, this was for resurfacing the roof. Snyder Roofing presented a bid of \$69,575.00. Because of the extensive damage to the roof resurfacing is not an option. We will have to replace the existing roofing. *Seconded and approved.*

Director Malena Turner motion #1: I move to approve the Activities Reimbursement or Check Request Form. *Seconded and approved.*

Director Allan Lindberg motion #1: I move to award contract bid agreement to Advanced Communications Services in the amount of \$8,737.48 to replace existing voice and data cable infrastructure and install up to 7 Wi-Fi router access points and wireless controller. *Seconded and approved.*

Director Allan Lindberg motion #2: I move we begin the selection of a local computer network specialist as a backup person. *Seconded and approved.*

Director Allan Lindberg motion #3: I move to approve Stan Hiller, Connie Doyon and Linda Hepburn to the Web Committee. *Seconded and approved.*

President Jim Taylor moved to approve the minutes for January 24, 2017. *Seconded and approved.*

EXECUTIVE SESSION: President Jim Taylor announced that the Board would be recessing to Executive Session. The Board of Directors came back and resumed the meeting. Director Chuck Johnson summarized the executive session and moved to accept 5 payment plans and write off of an uncollectable debt. *Seconded and approved.*

Motion to Adjourn was seconded and approved.

Respectfully submitted, Malena Turner, secretary

Next meeting will be March 28, 2017 at 1:30pm.

ADDENDUM-DIRECTOR and GM REPORTS plus Open Mic–Member Comments:

Activities-Malena Turner: The Activities Committee is proud to work with our members and volunteers to fund many of the items that we enjoy at Woodburn Estates & Golf. The Pancake Breakfast crew worked for three years to make over \$20,000.00 to remodel and update the kitchen. The kitchen was done in April 2008. Over the years, we have funded painting, bought drapes, a sound system and chairs and tables for the gazebo, conference room and the library. We funded countertops, a hot water tank, griddle covers and two gas griddles for the gazebo with plans to do more for the gazebo. In the last two years, we bought tables and chairs, a television by the restaurant, a drop down screen in the dining room and three Wii Game televisions with stands. Currently we are looking at projects while we wait on updates on the gazebo.

Betty Bunnell prepares and hosts a monthly Tea and gives all the monies donated at the event to the Activities Committee on projects that the Activities Committee chooses. The February 15th Tea raised \$118.00. The committee voted and added \$32.00 more dollars, and working in conjunction with the Marketing Committee, will help sponsor the last Music in the Park concert in August through the Friends of the Woodburn Library and City of Woodburn. This event will provide Woodburn community support and recognition with our brand on posters and advertising.

The committee made a motion on February 10th to transfer \$500.00 from the Activities Committee Fund to the Marketing Committee to pay part of the cost

of the four digital screens that the association will have in the golf lounge, front living room, front entrance to the office and the auditorium. These screens will be used to advertise events, community calendars and notices to our members. The monies raised at the Chili Feed Cook-off on February 4 fully funded this expenditure.

On February 16, the committee made a motion to transfer up to \$2,500.00 to update the Card Room near the kitchen with paint, cleanup and new cabinets or tables, if needed, in association with the House Committee.

The Potato Bash is on March 18th, and the funds raised from that event will help fund the updating of the card room.

Ad Hoc-Director Janice Aiken: Meeting on February 15, 2017, called to order at 1 p.m. with those present: Mike Dykes, Retta White, Janice Aiken and Ron Aiken, Planning Commission Member. Absent with notice Linda Eaton, John Lukes and Ralph Kruse.

The Planning Commission met with the City Council on February 13, 2017, for their first workshop and training on "land use and the development permitting process associated with Woodburn's own comprehensive plan".

The Planning Commission members were told that there are three (3) areas of development, i.e., Southwest Industrial Reserve, Smith Addition, which runs north and south along South Cascade Drive, and east and west behind Santiam Drive out to Parr Road and an apartment complex behind the outlet mall.

There is no new information forthcoming on the Smith Addition development. The meeting adjourned at 1:58 p.m.

Architectural-Director Dawn Cole: Since the January Board of Directors meeting there have been 14 Architectural Requests and 13 Compliance Requests.

Facebook-Director Allan Lindberg: Activity events have been posted timely to Facebook to provide current information to subscribers and visitors. If you have not been to Woodburn Estates & Golf Facebook page lately, please do so and check back often. There is the option to “Follow us.” If you click to follow us, new items posted will show up on your Facebook page automatically.

We are receiving reports from Facebook weekly showing the number of visitors. For the last 28 days, our Facebook Page has had 589 Views and 4,322 Post Engagements. Generally speaking, with Facebook Insights, engagement is defined as post clicks, likes, shares, and comments.

I have been working with Renee Hayes, owner of Country Cottage Restaurant, in reclaiming the Country Cottage Facebook page which was created by an employee when they were located at the I-5 Freeway exit. The waitress has since left and with her went the username and password information. Without proper username and password, there was no access and no activity on the Facebook page since before 2014 when it was originally created.

I went through the many steps required to reclaim the Country Cottage Restaurant Facebook page and have been coaching Renee on how to use Facebook to promote the business and special events. Her first posting is for St. Patrick’s Day where she will be featuring a corned beef and cabbage dinner.

Having a thriving restaurant at Woodburn Estates & Golf is an excellent and no cost way for residents and nonresidents to enjoy the beautiful view of the golf course while feasting on breakfast, lunch or dinner.

A digital media display will soon be installed close to the restaurant entrance, with a changing screen that attracts attention. We will be able to promote Woodburn Estates & Golf for those wanting to learn more about our community and associate plans. What better way to promote Woodburn Estates & Golf at no cost to our members?

Golf-Director Paula Kilgore: Rounds Played for January 2017: Total 18-holes rounds 329; 9-holes rounds 91; Yellow Tee rounds 3; Guest 9-holes rounds 9; Guest 18-holes rounds 6. Total rounds 438, and total rounds YTD 438. Paid rounds guest \$281.00; Paid rounds members \$110.00; Total YTD paid rounds \$391.00

February 13, 2017 Greens Committee Minutes. Present: Paula Kilgore, Fred Bourne, Chuck Siver, Tom Staskiewicz, Allan Lindberg, Sally Carter, Will Abshere and Donna Jentzen.

Old Business: Continuing to explore Benchcraft options for restoration, signage and sponsorship possibilities. Keeping existing sponsorships top priority.

2017 Cart Path: Initial cart path tour completed. The sheer number of needed fixes and enhancements as well as monies available to accomplish, suggests a professional needs to be brought in for consulting. Additionally, cart path fixes and enhancements will need to be assigned priority and added to timelines for future project and maintenance.

Committee Reports:

Tim O’Larey: (1) Ball washers etc. ready to be placed on course. (2) Tree clean-up on #16 finished. (3) Cart path spur left side #8 removed. (4) Fungicide spraying completed. (5) Painting of maintenance shop interior completed.

Tom Staskiewicz: (1) Logo shirts. Nancy Dale brought in a Woodburn Estates & Golf logo shirt and jacket that she had done by a business in Newberg. Discussion followed. (2) Tom is only one with administrative access to OregonTrailGolf.org.

Fred Bourne: (1) Sand traps need to be filled and raked daily. (2) Questioned height of Arborvitae on #11. Answer: 8 to 12 feet.

Allan Lindberg: (1) Suggests a “Signature Hole”, and general course beautification. (2) Free rounds of golf to market Woodburn Estates & Golf. (3) Has listed ad in local Keizer newspaper.

Donna Jentzen has received the first 2017 Snowbird Application!

Next Greens Committee Meeting - March 13, 2017 11 a.m. in conference room.

House-Director Larry Jones: The House Committee met on Feb 7, 2017 and Feb 21, 2017 for discussions on the projects we are currently working on. I want to thank Director Dawn R Cole for planning these meetings while I was on vacation. I returned on Feb. 20th and was able to attend the meeting on the 21st.

The replacement of the auditorium roof was our #1 priority. Again, Director Cole led the way obtaining bids from roofing contractors. From the bids received she went through the pricing and fine print to ensure that we were going to get the right contractor, at the best price to make sure that the job will be done correctly. I am happy to report that I will be making a motion to the Board of Directors to approve the repair of the Auditorium roof.

Another job that was discussed is improving the lighting in the parking lot and making sure that we are maintaining the paving in our parking lot. Walt VanRheen is going to meet with PGE to discuss what would be needed to light up our parking lot.

With the replacement of the heating unit for the office and dining hall the House Committee has been working with the Activities Committee to improve the heating and cooling in the card room. The Activities Committee would like to replace the card tables and give the room a new coat of paint. Also make plans to improve the storage in the room.

On the Gazebo: Walt VanRheen is keeping in touch with contractors. Because of the Auditorium roofing repair, we are delaying the building of the Gazebo to a date later in the year. We are still keeping in touch with the City of Woodburn to make sure we are meeting all of the Code requirements.

The Exercise Room expansion is on hold for the time being. We are having discussions on how we can best provide suitable equipment and training for the use of the new facility when we can provide funding.

The remodel of the men’s & women’s auditorium restrooms is still waiting for contractor proposals, but we cannot proceed any further until we have our roofing problems resolved. The roof has been leaking for 17 years and is about 30 years old. It is at the end of its serviceable life. If the roof is not completely replaced we risk losing access to the auditorium and all of the activities and events it provides to our members. In addition, if the leaking continues we may end up having to replace the hardwood floor which would add approximately \$70,000.00 on top of the new roof. Director Dawn R Cole asked several roofing companies to bid the job. Of those 7 roofing contractors, we received bids from 4. After review of the bids the members of the House Committee selected Snyder Roofing. Director Cole and the Estimator went over all aspects of what is needed to ensure that all problems would be addressed. Their bid was selected and is being presented to the Board of Directors because of the following reasons:

- The bid they presented was most complete bid & a 22 year warranty.
- They were the only contractor to completely examine job.
- They have a 20 year track record and have no CCB problems.
- They can schedule for installation in May or June and take approximately 2 weeks.
- We will coordinate it so it has a minimal impact on any scheduled activities.

Under Asset ID #1152 there was \$26,992.00 allocated for the repair of the auditorium roof. Unfortunately, this was for resurfacing the roof. Snyder Roofing presented a bid of \$69,575.00. Because of the extensive damage to the roof, resurfacing is not an option. We will have to replace the existing roofing. Therefore, I will be making a motion to approve Snyder Roofing under new business. (Refer to my motion #1.)

Marketing-Director Allan Lindberg: We currently have ads running in Keizertimes and Mt Angel, Scotts Mills, Silverton and Santiam Weekly Shopper. The office has a script they will read to anyone calling to inquire about the ads. As of Monday, February, 27th, we have not received any inquiries.

On Friday, March 10th, Keizertimes will publish their largest yearly color packed issue that will be mailed out to every home in Keizer’s zip code area, which will total over 34,000 homes. This is Keizertimes’ annual drive to increase circulation and our first color ad will be appearing in this issue, which happens to be one week after the Portland Golf Show. I have provided each of you a print out of what this ad looks like. Whether we attract any associates from these ad campaigns, our name and logo brand will be out there for everyone to see.

Music in the Park - Woodburn Public Library will again be presenting their summer series “Music in the Park,” a well-attended free event for Woodburn and nearby residents. This year marketing has committed to a presence there by becoming a Modified Production Sponsor. The cost is \$750.00. The question is: What do we get for \$750, and why are we choosing to be there?

Woodburn Estates & Golf is part of the Woodburn community and needs to project a positive branding image whenever possible. By choosing to be a Modified Production Sponsor our Woodburn Estates & Golf name and logo will appear on every piece of printed and digital publicity material.

As example, two 24” x 36” color posters will be displayed, one at each entrance into the Woodburn Public Library and will list each sponsor and the name of the musician groups playing at each of the 7 events. Woodburn Estates & Golf will be the lead sponsor for the last event held on August 22nd when Paul Creighton Project will be performing.

We will also be provided with two of the same 24 x 36 posters that we will display at Woodburn Estates & Golf, one in the hall by Country Cottage Restaurant and one in the auditorium lobby area. We will have an additional 24 x 36-inch framed logo poster displayed at the front of the stage at each of the 7 concerts.

At the August 22nd concert, Woodburn Estates & Golf will have a vendor booth where we can promote our community to all attending. This will be a fabulous opportunity to reach out to the community and promote ourselves.

Where will the money come from? The monthly Tea event put on by Betty Bunnel has contributed \$150.00. There is a private donation in the amount of \$150.00 and the balance of \$450.00 will be paid out of the marketing budget. The Summer Series, “Music in the Park” starts July 11th and ends with the August 22nd concert so we will have over three months of advertising. This is a great value for the price and really puts us on the map.

I am also working with Renee Hayes, owner of the Country Cottage Restaurant, with her Woodburn Independent Leaflet ad that runs monthly in the Woodburn Independent. We are asking Renee to include the Woodburn Estates & Golf Logo.

I have found Marketing and The Web have two similar goals but approach marketing differently and use different tools. By separating Web and Marketing into two separate committees each will be able to perform their function independently. The web committee will focus on the Web page and the marketing committee will be focusing on all other marketing avenues.

Membership-Director Nancy Dale: Members in our community that have moved here since January, 2017 will be contacted and offered new membership packets in the middle of March.

News & Views-Director Allan Lindberg: No report.

Real Estate-Director Nancy Dale: This report as of February 28, 2017.

Homes sold year-to-date in 2017: 21 total.

Homes sold year-to-date in 2016: 11 total.

Home sales pending is 15 total.

Rules & Regulations/CC&R’s-Janice Aiken: On February 22, 2017, twelve (12) new complaints have been received. There are six (6) complaints remaining

Board Of Directors Meeting Minutes (Cont.)

open from 2016 and one (1) each for 2015 and 2014, for a total of twenty (20) open complaints. Six (6) of these are being fined.

Review of Legal Invoices: At the last Board of Directors Meeting on January 24th, a motion was made to audit the legal invoices from 2016, as a follow-up to an audit done in December 2015. The vote was a tie, with no decision made.

The audit in December 2015 suggested a review of some procedures like coding, that the lawyers should be giving more detailed invoices and that some refunds should be requested.

At the Rules committee on January 25th, President Jim Taylor stated that he believed that the audit should take place, perhaps in the next month.

A review occurred on February 17th at 1:00 pm, with President Jim Taylor, Rules Committee Chair Janice Aiken, Rules Committee Member Diana Lindberg and General Manager Tom Staskiewicz.

Tom held the invoices and read parts of the invoices to those who were present. Janice, Jim and Diana took notes. An audit was not done, as the paperwork was not independently audited.

This was a review. The review pointed out that some procedural changes in the legal invoices are needed, that were consistent with the 2015 audit.

They are:

- The office should implement coding for different kinds of legal work so that work can be priced out and evaluated.
- The incoming legal invoices should be broken out more.
- Supporting documentation should be with the invoices.

RV Lot-Director James Taylor: The card key system for the RV lot requires some updating as it currently does not allow access for new card keys. Existing cards still work but until the upgrade is complete, those newly renting space in the RV lot must borrow a card from the office for access, then return the card when they’ve cleared the space. We apologize for the inconvenience and are working to resolve the problem.

Technology-Director Allan Lindberg: Tech publicly thanks the Activities director Malena Turner and her committee, for their \$500.00 contribution towards the purchase of four digital flat screens that will be placed in service to display current and upcoming information.

The Wi-Fi router that was feeding the Library area malfunctioned. Many attempts to reset the Wi-Fi settings failed and calls to the manufacturer led to the decision to return three defective Wi-Fi routers to the place of purchase for a full refund.

During the investigation of the Wi-Fi Router problems, we learned the office is having issues with the computer cabling in which communication from the computers to the server was disrupted many times. The Pro Shop was also experiencing communication problems with the server and accessing the internet. In each case, programs were not exchanging information properly. The cause of these issues is loss of continuity in the data cabling.

A Request for Proposal was written for replacement and installation of new data cabling and Wi-Fi in all buildings. Three vendors including Advanced Communication Services submitted proposals.

The committee reviewed all three proposals. Merchtel bid came in at \$2,879.24. Azimuth Communications Inc. bid was much higher at \$6,210.00. Joe Foti of Advanced System Communication cabling bid came in at \$5,620.30 bid. Since we had chosen Advanced Communications Services for a new phone system we invited Joe Foti back for further discussions.

By combining Wi-Fi, Voice and Data cabling we will reduce the cost of the phone system by \$1,389.22. The cost for the new phone system bid is now at \$5,648.48. Since a motion was passed in January 2017 we will move forward with the original motion and report the savings at completion.

During this process, we learned voice and data cabling was not in the 30-year study. Tom did add cabling infrastructure information into the 30-year study. Data cabling and Wi-Fi infrastructure in the common buildings are now identified in the reserve study as 60-1229.

New Cat-6e cabling will replacement existing cabling, replacement costs will be covered from the reserve account, at no increase to members.

We found we could enjoy additional cost savings by discontinuing service of one phone line that we believe was not in use but we were being charged monthly for several years. By combining voice, data cabling and Wi-Fi together we will be able to eliminate one Wave Cable Modem for additional monthly savings.

Our GM, Tom Staskiewicz, has set up and maintains our computer network server and performs computer upgrades and backups. Currently, Tom is the only person knowledgeable to this system and set up. Should something happen to Tom we could be up a creek. We need a backup solution. A person or persons knowledgeable about our type of network are few and even fewer close by.

WEB-Director Allan Lindberg: Our web page has undergone many changes since January 1st. New pages have been added. Existing pages have been modified, relocated or eliminated altogether.

Counters have been added to each page. Every time someone visits any page, the counter increases by one. All page counters were reset to zero on February 8, 2017. As of February 27, 2017, we have had 3,490 visits to the front page. The top three pages beyond the front page were 2,170 visits to the Clubs & Events Calendar, 234 Visits to the Country Cottage Restaurant and 144 visits to “Buying or Selling” information page.

All page counters will be recorded and reset to zero monthly to coincide with the board meetings. The data will be used to determine which pages are visited the most and which are the least.

Connie Doyon is re-writing the information on the “About Us” page. When complete this will be sent out to the Northwest Boomer and Willamette Valley Life publications. Hopefully they will find this informative and print in their publications.

One new page we are working on is Golf Lessons. Our Golf Professional, Chuck Siver, who has spent over 30 years as a golf instructor still teaches and would love

to help any golfer. It does not matter if you are a beginner or an advanced player, Chuck is there to improve your swing and game.

Another item coming to the web page will be a live leader board for our major Sponsored Mixed Golf Tournament Events. As a tournament is being played, the sponsor will be displayed and player/team scores will be updated live as the game progresses just like on TV. A page and link will be loaded on the web page so anyone wishing to follow along can do so in the comfort of their home or through a smartphone.

General Manager Tom Staskiewicz:

Directors’ Training: In January I met with the Chuck Johnson, Dawn Cole, Nancy Dale, Paula Kilgore and Jim Taylor to review the responsibilities and obligations of a board member. We reviewed The Guide for Non-Profit Board Members from the Oregon Attorney General. On February 18, six of our board members participated in a leadership training session conducted by the Portland chapter of The Community Association International.

Our directors are also regular attendees at training sessions hosted by our attorneys, Vial Fotheringham, in Lake Oswego.

I have included these references to training on the recommendations of our auditor. Her recommendation was predicated on the need to show we train our directors in the event there was a legal challenge at some point to the decisions of the board and the proper application of their fiduciary responsibility.

The auditor also advised us to have the directors approve the treasurer’s report at each monthly board meeting. This is another action to show the directors meeting their fiduciary responsibilities.

Audit: Last week we started our annual audit with Gayle Klampe of Johnson Glaze Co CPAs. I have challenged our auditor to bring forward recommendations on how we can better report our financial information and identify internal controls we should strengthen or put in place. Our previous audits have not included a section on recommendations on how we can improve our reporting and controls. This is an integral component of any good audit because organizations should constantly be working to improve.

In discussing our audit we are already seeing areas where we can improve. One recommendation we will hear is with the reporting of recovered bad debts. We have been off-setting our bad debt expense and the recommendation is for us to create a miscellaneous income from bad debt recovery account so we can better track our success in recovering funds. We are also being advised to change our accounting process for activities to better identify the source of receipts and creating budget items for activities, including Coffee Hour, so we can improve reporting and transparency to our members.

Another recommendation is the use of our Reserve Funds. We have used Reserve Funds for new construction and the Reserve, by definition, is for repair and replacement of assets. The new golf building last year should have been paid from our operating account and not the Reserve. We will be making an adjusting entry for 2016 to reclassify the cost as an operating expense.

Another expense we have been covering with the Reserve Funds is sand for the golf course. This is not the repair or replacement of an asset and the sand should come from our Operating Budget, not the Reserve.

Our desire is to ensure the Reserve Funds are being spent in accordance with the law and accounting requirements for the Reserve. Our attorneys have confirmed these changes to our handling of the Reserve.

Legal: At the meeting with our attorneys last week, there was discussion on collection of past due assessments and fines and how many HOAs have the placement of a statutory lien included in their documents. I have confirmed our documents contain this clause.

Instead of placing another lien on the property we could have our attorneys file a notice of lien with Marion County to state our claim. After discussion with the lawyers I determined the cost of filing the notice through the attorneys is far more costly than our current practice of filing a lien against the property through Marion County. Not only is this less expensive, we have been seeing some great results in collecting not only past due assessments and fines, but also collecting additional Working Capital Fees from the banks and mortgage companies when they foreclose on properties. At this point, I am recommending we continue placing the liens and minimize the attorney expenses.

We are also taking an aggressive approach with the banks and mortgage companies. These organizations continue to procrastinate on foreclosures for years and then try to take the approach that the law permits them to discharge any pre-foreclosure fees against the property. I have learned from our attorneys that title insurance companies are very careful when insuring these properties and if there are any suspicions or concerns about the legality of the foreclosure they will require all liens to be paid. We are banking on errors and mistakes to reduce our losses.

Open Mic–Member Comments:

The following subjects were discussed during open mic.

1. Who is decorating when we discuss painting, new equipment, etc.
 2. Need for consistency between web, Facebook, directory. Owner requested to meet with the Web Committee Chair.
 3. Proper way to contact Board Members, especially after-hours instructions on audio, for Zumba etc.
 4. Marketing as point of contact for Web should be way to contact people other than Marketing.
 5. Who do people contact with problems on weekend.
- End of member comments.



Activities Calendar

* Any change of date, time, activity, or place MUST be made with the office 503-982-1776.

Saturday, April 15		Sunday, April 16	
8:30a Ping Pong – DH 10:00a Saturday Crafts – Craft Room 1:00p New Member Meeting – DH/Kit 1:00p Ad Hoc Committee – Conf Room 3:00p Water Volleyball – Swimming Pool 4:00p Private Party – DH/Kit 5:00p Hand & Foot Cards – Blue Room			

Monday, April 17		Tuesday, April 18	
8:00a Water Exercise – Swimming Pool 8:30a Estates Quilters – Craft Room 8:45a Walking Club – Aud 9:00a Ladies Pool – Pool Room 9:30a Talking Club Mtg – Blue Room 9:30a Yoga – Aud 10:00a Women's Golf Club Exec Meeting – Conf Room 10:10a Easy Bridge – Blue Room 10:15a Zumba Class w/Video – Aud 11:30a Women's Golf Club Luncheon – DH/Kit 12:00p 3 Table Dup Bridge – Blue Room 5:30p AARP Smart Drive – Conf Room 6:30p Water Volleyball – Swimming Pool 7:00p Golden Squares Square & Round Dancing – Aud		8:00a Water Exercise – Swimming Pool 8:30a Ping Pong – DH 9:30a Tai Chi – Aud 10:00a Bicycle Club – by Mailbox 10:00a Needle Work – Card Room 11:00a Uke-de-do's Beginners – Craft Room 1:00p Uke-de-do's Intermediate & Advanced – Craft Room 1:00p Tuesday Aftn Bridge – Blue Room 3:30p Water Volleyball – Swimming Pool 3:30p House Committee – Conf Room 5:30p Poker Night – Card Room 5:30p AARP Smart Drive – Conf Room 6:00p Line Dancing Beginners – Aud 7:00p Line Dancing Intermediate – Aud	

Wednesday, April 19		Thursday, April 20		Friday, April 21		Monday, April 24	
8:00a Water Exercise – Swimming Pool 8:30a Ping Pong – DH 8:45a Walking Club Indoors – Aud 9:00a Woodburn Estates Carving – Craft Room 9:30a Talking Club Mtg – Blue Room 9:30a Blackjack – Card Room 9:30a Yoga – Aud 10:15a Zumba Class w/Video – Aud 12:00p 5 Handed Double Deck Pinochle – Blue Room 12:00p Ladies Pool – Pool Room 1:00p Painting Class – Craft Room 1:00p Library Committee – Travel Office 2:00p Wii Bowling – DH 6:00p Pinochle Cards – Blue Room 7:00p Bingo – DH		All Day <i>News & Views</i> Copy Deadline 8:00a Water Exercise – Swimming Pool 8:30a Estates Quilters – Craft Room 9:30a Easy Bridge – Blue Room 9:30a Coffee Hour – Aud/DH/Kit 10:00a Bicycle Club – by Mailbox 11:30a Bible Study – Travel Office 12:30p Chicago Bridge – Card Room 4:30p Rules & Regs Comm – Conf Room 5:00p Poker Night – Card Room 6:00p Pinochle Cards – Blue Room 6:00p Advanced Line Dance (Everybody Welcome) – Aud 6:30p Water Volleyball – Swimming Pool		8:00a Water Exercise – Swimming Pool 8:30a Ping Pong – DH 8:45a Walking Club – Aud 9:30a Talking Club Mtg – Blue Room 9:30a Estates Bible Study – Craft Room 9:30a Yoga – Aud 10:15a Zumba Class w/Video – Aud 11:00a Tai Chi – Aud 1:00p Bunco – Craft Room 1:00p Friday Party Bridge – Blue Room		8:00a Water Exercise – Swimming Pool 8:30a Estates Quilters – Craft Room 8:45a Walking Club – Aud 9:00a Ladies Pool – Pool Room 9:30a Talking Club Mtg – Blue Room 9:30a Yoga – Aud 10:10a Easy Bridge – Blue Room 10:15a Zumba Class w/Video – Aud 12:30p Swiss Pairs Bridge – Blue Room 6:30p Water Volleyball – Swimming Pool	

Saturday, April 22	
7:30a Pancake Breakfast – Aud/DH/Kit 10:00a Saturday Crafts – Craft Room 3:00p Water Volleyball – Swimming Pool 5:00p Hand & Foot Cards – Blue Room 5:00p Private Party – DH	

Sunday, April 23	
2:00p Music Jammers – DH	

Tuesday, April 25		Wednesday, April 26		Thursday, April 27		Friday, April 28	
8:00a Water Exercise – Swimming Pool 8:30a Ping Pong – DH 9:30a Tai Chi – Aud 10:00a Bicycle Club – by Mailbox 10:00a Needle Work – Card Room 11:00a Uke-de-do's Beginners – Craft Room 1:00p Uke-de-do's Intermediate & Advanced – Craft Room 1:00p Tuesday Aftn Bridge – Blue Room 3:30p Water Volleyball – Swimming Pool 5:30p Poker Night – Card Room 6:00p Beginning Line Dancing – Aud 6:30p Board Meeting – DH 7:00p Line Dancing Intermediate – Aud		8:00a Water Exercise – Swimming Pool 8:30a Ping Pong – DH 8:45a Walking Club – Aud 9:00a Woodburn Estates Carving – Craft Room 9:30a Talking Club Mtg – Blue Room 9:30a Blackjack – Card Room 9:30a Yoga – Aud 10:15a Zumba Club w/Video – Aud 10:30a Metaphysical Book Exchange & Talks – Aud 12:00p 5 Handed Double Deck Pinochle – Blue Room 12:00p Ladies Pool – Pool Room 1:00p Library Committee – Travel Office 1:00p Painting – Craft Room 2:00p Wii Bowling – DH 6:00p Pinochle Cards – Blue Room 7:00p Bingo – DH		8:00a Water Exercise – Swimming Pool 8:30a Estates Quilters – Craft Room 9:30a Coffee Hour – Aud/DH/Kit 9:30a Easy Bridge – Blue Room 10:00a Bicycle Club – by Mailbox 11:30a Bible Study – Travel Office 12:00p 4th Thur Pinochle – Blue Room 12:30p Chicago Bridge – Card Room 4:30p Rules & Regs – Conf Room 5:00p Poker Night – Card Room 6:00p Pinochle Cards – Blue Room 6:00p Advanced Line Dance (Everybody Welcome) – Aud 6:30p Water Volleyball – Swimming Pool		All Day <i>News & Views</i> Publication 8:00a Water Exercise – Swimming Pool 8:30a Ping Pong – DH 8:45a Walking Club – Aud 9:30a Talking Club Mtg – Blue Room 9:30a Estates Bible Study – Craft Room 9:30a Yoga – Aud 10:00a Blue Room Bunco – Blue Room 10:15a Zumba Class w/Video – Aud 11:00a Tai Chi – Aud 1:00p Bunco – Craft Room 1:00p Friday Party Bridge – Blue Room 7:00p Estates Dance and Social Club – Aud/DH/Kit	

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Earth Day Clean Up



From City e-blast

Republic Services is providing a free of charge on April 22 from 8 a.m. to 1 p.m. at their 2215 N. Front St. location in Woodburn. They will be accepting all yard debris, cardboard and metal recyclables from residents of Woodburn, Aurora, Hubbard and Gervais.

Acceptable yard debris includes shrubs, grass clippings and tree/shrub trunks no bigger than 6 inches in diameter. Some examples of unacceptable yard debris includes dirt, trunks bigger than 6 inches in diameter and treated wood.

Acceptable metals include appliances, steel aluminum, bike frames, bed frames wire fencing and other metal-only items. Electronic waste is items like TVs, monitors, CPUs and other household electronic items.

Do not bring household garbage.

Everyone must show their drivers licensed with a Woodburn, Aurora, Hubbard or Gervais address as residence to be able to recycle items.

For more information call 503-981-1278 between 8 a.m. and 5 p.m.

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Welcome our new hair stylist, Tabitha!

Velma Amaya Medina is our massage therapist. One-hour massage for \$60 (Senior Massage – \$5 discount). Call for appointments.

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