

## What Does A Board Member Do?

By Al Evans

In a nutshell, a homeowner's association (HOA) board member helps the board leader (be that person known as the "chairperson" or "president" or by some other title) make decisions that direct the day-to-day, month-to-month operation of the association for the betterment of all.

Being on an HOA board is a [serious responsibility](#) and should not be undertaken lightly. Board members must be able to set aside personal preferences and make decisions that are in the best financial interests of the association. It's called a [fiduciary responsibility](#), and it's a legal obligation binding upon all who serve on an HOA board.

The "association." That's a big word. It and acronyms like "HOA" can sound pretty ominous. In reality, the "association" is you and I and all our fellow homeowners here at Treehill. That's pretty obvious when you think about it.

But with today's busy lifestyles, even out here in Wood Village, it's easy to think of "the association" as some faceless, nameless group with power over all.

Some of the things Treehill's board members typically do are:

- 1) Attend every regularly scheduled public meeting of the board. Treehill's monthly meetings currently held on the last Wednesday of the month at 6:30 PM in Treehill's rec center.

These meetings run anywhere from one to two hours, depending upon the number of agenda items to go over and whether or not any homeowner's are present with comments, questions or complaints.

- 2) Attend the annual meeting of the board, which is held once every year, in the Spring. The exact date varies from year to year, but the meeting usually is scheduled for a Sunday afternoon and may be followed by that month's regular board meeting.

The annual meeting usually runs about an hour, as does the regular board meeting that follows.

- 3) Attend any special "executive session" meetings that may be called from time to time to discuss matters that are exempt from Oregon's

Public Meeting Law. This law requires all meetings of the board to be open and accessible to the public, except when an executive session is called.

Some examples of exempt topics covered in executive session are: personnel wage and job performance issues; meetings with the association attorney; homeowners who are delinquent in paying their monthly dues; and homeowners who are in violation of the associations rules.

Executive session meetings are infrequent, and can last anywhere from half an hour to an hour or more.

- 4) Hire, fire and supervise paid maintenance staff and/or volunteers. This includes deciding upon their rate of pay (unless they are unpaid volunteers) as well as if and under what circumstances their pay is increased.
- 5) Receive homeowner requests for maintenance to areas around their unit that are the association's responsibility to maintain.
- 6) Add such request(s) to a list of previously received requests from other homeowners, said list prioritized by the urgency of the need rather than "first come, first served."
- 7) Advertise for and train volunteers from Treehill to check the chemicals in the swimming pool on a regular basis and to adjust the chemicals as needed to bring the pool into compliance with Oregon state law. This sometimes includes the legal necessity to close the pool temporarily if the chemicals are too far out of balance.
- 8) Negotiate with vendors for products and services for the association at prices that are as favorable as possible yet consistent with getting the job done properly.
- 9) Meet at least once per year, in the Fall, to prepare the association's budget for the upcoming year. This includes the necessity of making the always contentious decision to raise the monthly HOA dues that all Treehill homeowners pay. Budget meetings are separate from the regular monthly meetings of the board, although budget items can be a part of a regular board meeting.

That seems like an awful lot, and sometimes it can seem a bit overwhelming. For the most part, however, you will find being on the board is going to be only one small part of your life.

In exchange for the time you put in as a board member, you will have the satisfaction of knowing you are one of the few homeowners who cares enough about the future of our community to do something about it.

Thank you!

Your Treehill Condos Board of Directors

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