



Hayden Bay Condominiums

Hayden Bay Condominiums
585 N Tomahawk Island Drive
Portland, OR 97217-7923

www.hbcondos.org

Lillian Parker,
Bookkeeper 202 N.
Hayden Bay Drive

Minutes of the February 27, 2020 Hayden Bay Condominiums Board Meeting

Board Members Present: Donna Hempstead, Board Chair; Sarah Warnick, Vice Chair, Secretary and Red Zone; Treasurer Sally Anderson; Hazel Larpenteur, Insurance; Steve Alexander, Director, Red Zone. Guests included Lillian Parker, Sean Penrith and Ian Ray.

Call to Order: Board Chair Donna Hempstead called the meeting to order at 7:01 p.m.

Minutes: The minutes of the January 23, 2020 meeting were approved unanimously.

The Treasurer's Report and Budget were presented at the Annual Meeting just adjourned. Copies attached.

Officers Reports: The Landscape/Maintenance was also presented at the Annual Meeting. Copy attached.

Committees' Reports: **Red Zone:** The next Red Zone meeting will be 7 p.m. March 18, 2020.

Adjournment: Steve moved and Hazel seconded the meeting be adjourned at 7:29 p.m.

2020 Hayden Bay Condominiums Board

Board Chair ~ Donna Hempstead
Secretary, Vice Chair, Red Zone ~ Sarah Warnick
Insurance ~ Hazel Larpenteur
Maintenance ~ Donna Hempstead
Landscaping ~ Donna Hempstead, Sally Anderson
Director and Red Zone ~ Steve Alexander

The next HOA meeting is March 26, 2020

Hayden Bay Condo
Balance Sheet
As of February 29, 2020

| | Feb 29, 20 |
|---------------------------------------|-------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | 30,690.00 |
| Ally Bank CD-12 Month | 31,066.65 |
| Ally Bank CD-18 Months | 30,577.33 |
| Ally Bank CD-9 Month | 65,323.70 |
| Operating Account | 46,421.94 |
| Reserve Account | |
| Total Checking/Savings | 204,079.62 |
| Accounts Receivable | |
| 11000 · *Accounts Receivable | -23,666.03 |
| Total Accounts Receivable | -23,666.03 |
| Total Current Assets | 180,413.59 |
| TOTAL ASSETS | 180,413.59 |
| LIABILITIES & EQUITY | |
| Equity | |
| 30000 · Opening Balance Equity | 142,822.62 |
| 32000 · Unrestricted Net Assets | 29,770.23 |
| Net Income | 7,820.74 |
| Total Equity | 180,413.59 |
| TOTAL LIABILITIES & EQUITY | 180,413.59 |

Hayden Bay Condo Operating Profit & Loss Budget vs. Actual February 2020

| | Feb 20 | Budget | \$ Over Budget | % of Budget |
|--------------------------------------|-----------|-----------|----------------|-------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 3000 · Income | 10,039.16 | 10,039.16 | 0.00 | 100.0% |
| 3110 · Dues | | | | |
| Total 3000 · Income | 10,039.16 | 10,039.16 | 0.00 | 100.0% |
| Total Income | 10,039.16 | 10,039.16 | 0.00 | 100.0% |
| Gross Profit | 10,039.16 | 10,039.16 | 0.00 | 100.0% |
| Expense | | | | |
| 4000 · Landscaping | 0.00 | 40.00 | -40.00 | 0.0% |
| 4001 · Landscape Supplies Expenses | 2,089.00 | 2,100.00 | -11.00 | 99.5% |
| 4010 · Landscape Contract | 0.00 | 290.00 | -290.00 | 0.0% |
| 4015 · Landscape Maintenance | 0.00 | 200.00 | -200.00 | 0.0% |
| 4070 · Tree Pruning | 0.00 | 200.00 | -200.00 | 0.0% |
| 4080 · Landscape Misc | 0.00 | 200.00 | -200.00 | 0.0% |
| Total 4000 · Landscaping | 2,089.00 | 2,830.00 | -741.00 | 73.8% |
| 4200 · Maintenance | | | | |
| 4230 · RZ Rec. Facility Maint | 971.61 | 975.00 | -3.39 | 99.7% |
| 4600 · HBC Property Maintenance | 0.00 | 600.00 | -600.00 | 0.0% |
| 4601 · Maintenance Supplies Expenses | 0.00 | 40.00 | -40.00 | 0.0% |
| 4625 · Property Maintenance Reserve | 300.00 | 0.00 | 300.00 | 100.0% |
| Total 4200 · Maintenance | 1,271.61 | 1,615.00 | -343.39 | 78.7% |
| 5000 · Utilities | | | | |
| 5010 · Electricity | 63.06 | 120.00 | -56.94 | 52.6% |
| 5020 · Garbage | 555.00 | 583.00 | -28.00 | 95.2% |
| 5030 · Water & Sewer | 742.94 | 700.00 | 42.94 | 106.1% |
| 5090 · Cable TV | 804.44 | 803.00 | 1.44 | 100.2% |
| Total 5000 · Utilities | 2,165.44 | 2,206.00 | -40.56 | 98.2% |
| 6000 · Administration | | | | |
| 6051 · Bookkeeping Expenses | 325.00 | 400.00 | -75.00 | 81.3% |
| 6060 · Professional Fees | 0.00 | 200.00 | -200.00 | 0.0% |
| 6230 · Bank Charges | 5.95 | 6.00 | -0.05 | 99.2% |
| 6240 · Office Supplies/Misc | 80.16 | 40.00 | 40.16 | 200.4% |
| Total 6000 · Administration | 411.11 | 646.00 | -234.89 | 63.6% |
| Total Expense | 5,937.16 | 7,297.00 | -1,359.84 | 81.4% |
| Net Ordinary Income | 4,102.00 | 2,742.16 | 1,359.84 | 149.6% |
| Net Income | 4,102.00 | 2,742.16 | 1,359.84 | 149.6% |

Hayden Bay Condo
Operating Profit & Loss Budget vs. Actual
January through February 2020

| | Jan - Feb 20 | Budget | \$ Over Budget | % of Budget |
|--------------------------------------|--------------|-----------|----------------|-------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 3000 - Income | 20,078.32 | 20,078.32 | 0.00 | 100.0% |
| 3110 - Dues | 20,078.32 | 20,078.32 | 0.00 | 100.0% |
| Total 3000 - Income | 20,078.32 | 20,078.32 | 0.00 | 100.0% |
| Total Income | 20,078.32 | 20,078.32 | 0.00 | 100.0% |
| Gross Profit | 20,078.32 | 20,078.32 | 0.00 | 100.0% |
| Expense | | | | |
| 4000 - Landscaping | 28.95 | 80.00 | -51.05 | 36.2% |
| 4001 - Landscape Supplies Expenses | 4,117.00 | 4,200.00 | -83.00 | 98.0% |
| 4010 - Landscape Contract | 0.00 | 580.00 | -580.00 | 0.0% |
| 4015 - Landscape Maintenance | 187.50 | 250.00 | -62.50 | 75.0% |
| 4060 - Spraying Contract | 0.00 | 400.00 | -400.00 | 0.0% |
| 4070 - Tree Pruning | 0.00 | 200.00 | -200.00 | 0.0% |
| 4080 - Landscape Misc | 4,333.45 | 5,710.00 | -1,376.55 | 75.9% |
| Total 4000 - Landscaping | 4,333.45 | 5,710.00 | -1,376.55 | 75.9% |
| 4200 - Maintenance | 1,476.81 | 1,950.00 | -473.19 | 75.7% |
| 4230 - RZ Rec. Facility Maint | 395.00 | 1,200.00 | -805.00 | 32.9% |
| 4600 - HBC Property Maintenance | 0.00 | 80.00 | -80.00 | 0.0% |
| 4601 - Maintenance Supplies Expenses | 300.00 | 0.00 | 300.00 | 100.0% |
| 4625 - Property Maintenance Reserve | 2,171.81 | 3,230.00 | -1,058.19 | 67.2% |
| Total 4200 - Maintenance | 2,171.81 | 3,230.00 | -1,058.19 | 67.2% |
| 5000 - Utilities | 127.98 | 240.00 | -112.02 | 53.3% |
| 5010 - Electricity | 1,110.00 | 1,166.00 | -56.00 | 95.2% |
| 5020 - Garbage | 2,474.85 | 2,400.00 | 74.85 | 103.1% |
| 5030 - Water & Sewer | 1,607.38 | 1,606.00 | 1.38 | 100.1% |
| 5090 - Cable TV | 5,320.21 | 5,412.00 | -91.79 | 98.3% |
| Total 5000 - Utilities | 5,320.21 | 5,412.00 | -91.79 | 98.3% |
| 6000 - Administration | 650.00 | 800.00 | -150.00 | 81.3% |
| 6051 - Bookkeeping Expenses | 0.00 | 200.00 | -200.00 | 0.0% |
| 6060 - Professional Fees | 11.90 | 12.00 | -0.10 | 99.2% |
| 6230 - Bank Charges | 80.16 | 80.00 | 0.16 | 100.2% |
| 6240 - Office Supplies/Misc | 742.06 | 1,092.00 | -349.94 | 68.0% |
| Total 6000 - Administration | 12,567.53 | 15,444.00 | -2,876.47 | 81.4% |
| Total Expense | 7,510.79 | 4,634.32 | 2,876.47 | 162.1% |
| Net Ordinary Income | 7,510.79 | 4,634.32 | 2,876.47 | 162.1% |
| Net Income | 7,510.79 | 4,634.32 | 2,876.47 | 162.1% |

| | |
|-------------------------------------|----------|
| Expense | |
| 4000 · Landscaping | |
| 4010 · Landscape Contract | |
| Total 4000 · Landscaping | 2,089.00 |
| 4200 · Maintenance | |
| 4230 · RZ Rec. Facility Maint | 971.61 |
| 4625 · Property Maintenance Reserve | 300.00 |
| Total 4200 · Maintenance | 1,271.61 |
| 5000 · Utilities | |
| 5010 · Electricity | 63.06 |
| 5020 · Garbage | 555.00 |
| 5030 · Water & Sewer | 742.94 |
| 5090 · Cable TV | 804.44 |
| Total 5000 · Utilities | 2,165.44 |
| 6000 · Administration | |
| 6051 · Bookkeeping Expenses | 325.00 |
| 6230 · Bank Charges | 5.95 |
| 6240 · Office Supplies/Misc | 80.16 |
| Total 6000 · Administration | 411.11 |
| 69800 · Uncategorized Expenses | 0.00 |
| Total Expense | 5,937.16 |
| Net Ordinary Income | 4,103.84 |
| Net Income | 4,103.84 |

Hayden Bay Condo Profit & Loss January through February 2020

| | Jan - Feb 20 |
|-------------------------------------|--------------|
| Ordinary Income/Expense | |
| Income | |
| 3000 · Income | 20,076.32 |
| 3110 · Dues | 309.95 |
| 3820 · Bank Interest | |
| Total 3000 · Income | 20,386.27 |
| Total Income | 20,386.27 |
| Gross Profit | 20,386.27 |
| Expense | |
| 4000 · Landscaping | |
| 4001 · Landscape Supplies Expenses | 28.95 |
| 4010 · Landscape Contract | 4,117.00 |
| 4060 · Spraying Contract | 187.50 |
| Total 4000 · Landscaping | 4,333.45 |
| 4200 · Maintenance | |
| 4230 · RZ Rec. Facility Maint | 1,476.81 |
| 4600 · HBC Property Maintenance | 395.00 |
| 4625 · Property Maintenance Reserve | 300.00 |
| Total 4200 · Maintenance | 2,171.81 |
| 5000 · Utilities | |
| 5010 · Electricity | 127.98 |
| 5020 · Garbage | 1,110.00 |
| 5030 · Water & Sewer | 2,474.85 |
| 5090 · Cable TV | 1,607.38 |
| Total 5000 · Utilities | 5,320.21 |
| 6000 · Administration | |
| 6051 · Bookkeeping Expenses | 650.00 |
| 6230 · Bank Charges | 11.90 |
| 6240 · Office Supplies/Misc | 80.16 |
| Total 6000 · Administration | 742.06 |
| 69800 · Uncategorized Expenses | 0.00 |
| Total Expense | 12,567.53 |
| Net Ordinary Income | 7,820.74 |
| Net Income | 7,820.74 |

| | | | | | |
|--|------|-----------|-----------|-------|--|
| Expense | | | | | |
| 4200 · Maintenance | | | | | |
| 4235 · RZ Rec. Facility Major Projects | 0.00 | 0.00 | 0.00 | 0.0% | |
| 4625 · Property Maintenance Reserve | 0.00 | 4,600.00 | -4,600.00 | 0.0% | |
| Total 4200 · Maintenance | 0.00 | 4,600.00 | -4,600.00 | 0.0% | |
| 6000 · Administration | | | | | |
| 6060 · Professional Fees | 0.00 | 0.00 | 0.00 | 0.0% | |
| 6230 · Bank Charges | 0.00 | 0.00 | 0.00 | 0.0% | |
| Total 6000 · Administration | 0.00 | 0.00 | 0.00 | 0.0% | |
| 64700 · Miscellaneous Expense | 0.00 | 0.00 | 0.00 | 0.0% | |
| Total Expense | 0.00 | 4,600.00 | -4,600.00 | 0.0% | |
| Net Ordinary Income | 1.84 | -4,510.00 | 4,511.84 | -0.0% | |
| Net Income | 1.84 | -4,510.00 | 4,511.84 | -0.0% | |