

**Minutes of River Oaks Board Meeting (via Zoom)  
May 19, 2025**

**Board Members Present:** Ruth Brackmann, Arthur Kreymer, Rich Thompson, Jim Berg, Brian Lynch, Amie Watanaarepornchai, Becky Christiansen

The meeting was called to order at 7:07 pm.

**Secretary's Report:** The previous minutes were approved.

**Treasurer's Report:**

**Bookkeeping:** All payments and expenses through 5/19/25 have been recorded in QuickBooks Online. All payments through this date have been applied to the appropriate invoices accordingly. Checking account has been reconciled in QuickBooks Online through 4/30/2025 & matches the bank statements.

Total Assets of ROIA as of May 19, 2025, are \$29,914.11. *See detailed QuickBooks Treasurer's Report at the bottom of these Minutes.*

**Discussion:** Jim now has access to the ROIA Google account. He will delete the previous Treasurers' names from the account and will add some of the current Board members to the account. He will have one of the 501C's done by the next meeting. Jim will also check into finding a new accounting firm to handle the annual financial reviews that are required. Ruth will check with other homeowners' associations in Warrenton to see which local firms they use. Jim will also check to see if the financial review from 2023 might be in the Google account.

There was discussion on how to collect dues that are in arrears. The Board will be contacting a lawyer to discuss liens, PUD's, and other issues about these accounts. Ruth will be contacting two homeowners that are significantly overdue to ask them for payments. There was discussion about whether the Board needs to publish homes with liens, which are public information, and if remedies available to the Board in the By-Laws should be published as reminders.

This fiscal year the Board began to send out a single yearly invoice. They will be checking on changes that might be needed to the By-Laws and Declarations to be consistent with this policy. Late fees had been added according to quarterly dates, so this will also have to be changed to handle this once-a-year invoicing.

One lot that was recently sold has overpaid for the year. Jim will wait until after their closing to refund the excess paid, so as not to confuse the closing.

The Treasurers' Report was approved.

**Landscaping:**

The sink hole in the Common Area is now filled, but the fill must settle. Until the settling is done, the fencing around the area will be left in place.

Grass seed is needed on the bare areas in the Common Area. Because of the lack of significant rain recently, it was decided that the re-seeding should wait until fall.

There is an exposed orange cable near the Common Area border. Xfinity should be called about this situation. It was suggested that Homeowners be reminded of City ordinances about yard clean-ups. A notice about this could be placed in Facebook group. Also, the City recommendations about parkway trees, namely not using brickwork or something similar around the trees since they could create root damage, could also be added to a Facebook post.

**Directory** – Amie has worked with Jeanne Kreymer and has prepared individual questionnaires that will be emailed to homeowners. The results of these email returns will be the basis for a new River Oaks directory.

**Insurance** – The current insurance provider has notified the Board that next year the annual bill for the liability policy, which covers Common Area issues and Board members, will double in price. More information about why this is being doubling is needed. The provider suggested that the current policy cost has not caught up with current standard costs. There was also discussion on putting up signage that specifies that the Common Areas are private properties.

The meeting adjourned at 7:50 PM.

The next Board Meeting is scheduled for Monday, July 21, 2025.

Respectfully submitted,  
Becky Christiansen, Secretary

# Treasurer's Report

River Oaks Improvement Association



River Oaks Improvement Association

Prepared by  
**Jim Berg**

Prepared on  
**May 19, 2025**

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**Bookkeeping**

All payments and expenses through 5/19/25 have been recorded in QuickBooks Online.

All payments through this date have been applied to the appropriate invoices accordingly.

Checking account has been reconciled in QuickBooks Online through 4/30/2025 & matches the bank statements.

Reminder that a "-" indication in the " ROIA A/R Aging Summary" report indicates pre-payment/credit balance.

# ROIA - Statement of Activity

March 1 - May 19, 2025

	<b>Total</b>
<b>REVENUE</b>	
Assessments	
Annual / Quarterly	15,840.00
<b>Total Assessments</b>	<b>15,840.00</b>
<b>Total Revenue</b>	<b>15,840.00</b>
<b>GROSS PROFIT</b>	<b>15,840.00</b>
<b>EXPENDITURES</b>	
Electric	58.70
Insurance	529.00
Landscaping and Groundskeeping	2,660.00
Newsletter & Website	119.88
Office Supplies	
Accounting Software	105.00
<b>Total Office Supplies</b>	<b>105.00</b>
Postage and Delivery	
Postage	68.04
<b>Total Postage and Delivery</b>	<b>68.04</b>
Professional Fees	
Accountant	250.00
<b>Total Professional Fees</b>	<b>250.00</b>
<b>Total Expenditures</b>	<b>3,790.62</b>
<b>NET OPERATING REVENUE</b>	<b>12,049.38</b>
<b>NET REVENUE</b>	<b>\$12,049.38</b>

# ROIA Statement of Financial Position

As of May 19, 2025

	<b>Total</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
ROIA Operating Account	29,914.11
<b>Total Bank Accounts</b>	<b>29,914.11</b>
<b>Other Current Assets</b>	
Homeowner Deposits	0.00
Undeposited Funds	0.00
<b>Total Other Current Assets</b>	<b>0.00</b>
<b>Total Current Assets</b>	<b>29,914.11</b>
<b>TOTAL ASSETS</b>	<b>\$29,914.11</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Total Liabilities</b>	
<b>Equity</b>	
Opening Balance Equity	0.00
Unrestricted Net Assets	30,704.73
Net Revenue	-790.62
<b>Total Equity</b>	<b>29,914.11</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$29,914.11</b>

# ROIA - Transaction List by Vendor

Mar 24 - May 19 2025

DATE	TRANSACTION TYPE	NUM	POSTING (Y/N)	MEMO/DESCRIPTIO N	ACCOUNT FULL NAME	AMOUNT
B&B Landscaping Services						
04/04/2025	Check	1981	Yes		ROIA Operating Account	-1,330.00
05/08/2025	Check	1983	Yes		ROIA Operating Account	-1,330.00
<b>Total for B&amp;B Landscaping Services</b>						<b>-\$2,660.00</b>
Com Ed						
04/01/2025	Check	0919731111T C	Yes	3125107023	ROIA Operating Account	-29.54
05/01/2025	Check	1210744682T C	Yes	3125107023	ROIA Operating Account	-29.16
<b>Total for Com Ed</b>						<b>-\$58.70</b>
Erie Insurance						
04/21/2025	Check	2016	Yes	Q282200760	ROIA Operating Account	-529.00
<b>Total for Erie Insurance</b>						<b>-\$529.00</b>
New Kirk & Associates Inc.						
04/25/2025	Check	1982	Yes		ROIA Operating Account	-250.00
<b>Total for New Kirk &amp; Associates Inc.</b>						<b>-\$250.00</b>
QuickBooks - Intuit Inc - Software						
04/02/2025	Check	Debit	Yes		ROIA Operating Account	-35.00
05/02/2025	Check	Debit	Yes		ROIA Operating Account	-35.00
<b>Total for QuickBooks - Intuit Inc - Software</b>						<b>-\$70.00</b>
<b>TOTAL</b>						<b>-\$3,567.70</b>