



Association
Management
Services NW
A Division of TMG



2020 BOARD MEMBER EDUCATION CALENDAR

Serving as an HOA Board of Director isn't always easy. Navigating the statutes, processes, procedures and best business practices can be tricky. Professional management with AMS, as well as the advice of an attorney is crucial.

At AMS, we are dedicated to helping our Board Members succeed. One of the ways we do that is with our Board Member Education Series. These classes offer valuable information from attorneys, insurance agents, and experienced AMS personnel. Classes are held monthly in Oregon and Washington. Have a suggestion for a Board Member Education topic? Please let us know.

Classes are at **6:00 pm**, approximately 90 minutes long, and are free of charge. Space is limited, so register early. Classes, dates and speakers are subject to change. **Class registration will be done online, via a monthly email. To register for a class, please click on the red registration button in the email.**

OR	WA	CLASS DESCRIPTION (all classes and dates are subject to change)
JAN	—	NO CLASS.
FEB 5	FEB 13	RESERVE STUDIES: This is a great class for those wanting to take it to the next level. The trainer will provide a guide to understanding your homeowners association and how to implement new rules or regulations. Bring your questions!
MAR 12	MAR 19	CONTROLLING WATER COSTS: Water rates are increasing and are expected to continue their upward climb. Learn about various ways you can mitigate your water consumption and your water costs.
APR 9	APR 16	FAIR HOUSING UPDATE: Fair Housing laws are constantly changing. The HOA industry is seeing a spike in FHA-related lawsuits and violations. This seminar discusses trends in FHA regulations.
MAY 7	MAY 14	INSURANCE TRENDS: Insurance rates are rising, especially for HOAs that are at risk for various natural disasters. Learn about trends in HOA insurance.
JUN 11	JUN 18	HOA FINANCIALS: This seminar provides information on how to read your Community financials as well as answer your questions on financial accounting.
JUL 16	JUL 23	STORMWATER RUNOFF: Local Governments are pushing the Clean Water Act more stridently. This will continue. The "Only Rain Down the Drain" seminar discusses where your water runoff goes, how to prevent pollution in your Community and maintenance of bio swales and water retention ponds.
AUG 13	AUG 20	ROBERT'S RULES MADE EASY: Robert's Rules are easy and can be adapted to suit the needs of a small meeting or a large assembly. Parliamentary procedure can be as casual or as formal as needed for an effective meeting.
SEP 17	SEP 24	HOW TO CONTROL A BOARD MEETING: Everyone has a horror story about an owner or Board member who tries to control meetings and intimidate others. This seminar provides help in dealing with such individuals.
OCT 15	OCT 22	OPEN LAW FORUM: The final seminar for the year offers Board members the opportunity to chat with three qualified HOA attorneys about various issues.
NOV & DEC	—	NO CLASS.

ADDITIONAL TRAINING

Each Community is unique. Your Community Manager and the AMS team is available to assist individual boards on a one-to-one basis on the unique issues that face you and your community. Please call for an appointment. Sample training topics include:

PORTAL TRAINING—post articles, notices, send e-Blasts, update the community calendar and more.

COMMUNITY FINANCIALS—Understand financial reports, how and what to review each month.

SPECIAL ASSESSMENT—How to implement a special assessment.

SPECIAL PROJECTS—Meet with the AMS team to strategize and plan special projects such as Capital Improvements, Construction Defect, and PEX Plumbing Replacements.

For information, contact:

Bob Mulkey, CMCA
Association Business Manager
bob.mulkey@ams-nw.com
(503) 858-1217
www.ams-nw.com