

West Hill Estates Homeowners Association
Regular Meeting Minutes
September 21, 2017

I. CALL TO ORDER (Establish Quorum)

President Lorre Euen called to order the regular meeting of the WHEHA at 7:10 pm on September 21, 2017 at Sami Wright's home, 1675 Ashland Court. NW. Agenda is attached.

Board Members Present: President Lorre Euen; Vice President Scott Gilbert; Treasurer Lorna O'Guinn; Secretary Chuck Strauss; Terry Witt, Sami Wright, and Doug Austin.

Homeowners present (list attached): Leslie Pitchford, Chi Nguyen-Ventura, Ron Caton, Micah Daggy, Don Borden, Diane Stewart and G. Hooley (sign – in attached).

II. ANNOUNCEMENTS

- a. **Meeting Rules;** No audio or video recording allowed by attendees. The Secretary, however, may record the meeting to aid in the preparation of minutes. Members may observe the meeting but may not participate in the Board's deliberations or votes. Members may address issues only if acknowledged by the President or during the two Open Forum portions of the meeting.* Time allotted for each person may be limited based on the number of members wishing to comment. All meetings will be conducted in accordance with Roberts Rules of Order.
- b. President Euen made the announcement that we are at a homeowner's house and would act accordingly.
- c. President Euen announced that the tree height amendment passed, as there were more than the required yes votes.

III. MINUTES

A motion was made to accept the August 22, 2017 minutes by Terry Witt and seconded by Scott Gilbert. The motion passed unanimously.

IV. OPEN FORUM – 1

- a. Secretary Chuck Strauss read the meeting rules.
- b. Several homeowners asked questions about the tree height amendment.
- c. President Euen asked homeowner Leslie Pitchford to volunteer in the process of consolidating the entire CC&Rs into one document. Leslie agreed to help.

V. REPORTS

- a. **President:** President Euen said she already gave her report with the tree height announcement.
- b. **Vice President:** Scott Gilbert had nothing new to report.
- c. **Secretary:** Chuck Strauss reported that he received an email from a homeowner asking the Board to post the agenda on our website and on Facebook. Scott Gilbert said that is possible, but he needs to have it in a timely manner to be able to post it.
- d. **Treasurer:** Lorna O'Guinn handed out the Profit and Loss and Balance sheets (attached). She reported that there are sixteen homeowners that have not paid their 2017 assessments.
- e. **Architectural Review Committee:** Terry Witt handed out the current list of ARC applications (attached). There were four new Architectural Review Committee applications, each were standard in nature and approved.
- f. **CC&R Committee Chair:** Doug Austin reported there are four homes that need attention.
- g. **Common Area Committee Chair:** President Euen reported that there is a mole problem near the entrance on Chapman Hill that is being dealt with. Bark dust for the common area will be applied in the near future.

- h. **Welcome Committee Chair:** Sami Wright has nothing new to report.
- i. **Board Committee Procedures:** President Euen asked each of the Board members to think about their duties as board officers and begin writing them up.
- j. **Other:** President Euen said another newsletter should go out mid to late October that includes information about getting lawns ready for fall and a report from Lorna O'Guinn on the 2017 dues assessment status. Terry Witt and President Euen will write the newsletter.

VI. OPEN FORUM - 2

- a. A homeowner asked if there was anything the Board could do about illegal fireworks in the neighborhood on the Fourth of July and New Years Eve.
- b. A homeowner asked the process for being able to see the ballots of the tree height amendment. President Euen and Vice President Gilbert explained the process.

VII. FUTURE BOARD MEETING DATES: The next HOA Board meetings will be October 19, November 16th and December 21st at 7pm at the Wright home at 1675 Ashland Court. NW.

VIII. FINAL COMMENTS AND ADJOURNMENT

President Euen asked to move to adjourn the regular meeting at 8:25 pm. Terry Witt made the motion and Scott Gilbert seconded it. The motion passed unanimously.

Minutes submitted by: Chuck Strauss, Secretary _____

Attachments: Agenda, Minutes from August 22, 2017, WHEHA Architectural Review Applications, Treasures Balance Sheet and Profit and Loss statement, a thank you note from a homeowner, the homeowner sign-in sheet, and welcome committee report.