

## West Hill Estates Homeowners Association

### Annual Meeting Minutes

June 27, 2023

#### I. CALL TO ORDER

- a. President Greg Malkasian called to order the Annual meeting of the WHEHOA at 7:08 pm on June 27, 2023, held at the Oregon Room, Roth's West Salem.
- b. Board Members Present: President Greg Malkasian; Vice President John Galvin; Treasurer Lorna O'Guinn; Secretary; Steve Gordon; Bob Aceves, and Peter Stafford. Board Members Absent: none.
- c. Homeowners Present: Captured on attendee sign-in list.

#### II. ANNOUNCEMENTS

- a. Meeting Request:
  - i. Everyone, please silence your cell phones.

#### III. PROXIES - 105 proxies were received (1 proxy was designated for use in establishing a quorum only.)

#### IV. PROOF OF MEETING NOTICE – All members were given notice of the Annual Meeting by postcard mailed 1<sup>st</sup> Class on May 12, 2023. Secretary Steve Gordon presented proof of mailing. A “day of week” correction via e-mail (to homeowners on the HOA's e-mail list) and postcard (to those without e-mails) mailed 1st Class on June 4, 2023.

#### V. MINUTES – Greg Malkasian made a motion to approve the 2022 Annual Meeting minutes; seconded by Lorna O'Guinn, to the floor to approve the minutes. By show of hands the motion was approved.

#### VI. REPORTS

Reports were changed to introduction by the individual board members.

- a. **President**: President Greg Malkasian had nothing to report.
- b. **Vice President**: John Galvin had nothing to report.
- c. **Secretary**: Steve Gordon had nothing to report.
- d. **Treasurer**: Lorna O'Guinn mention she was rotating off the board after serving two terms. Advocated to the Homeowners present to consider getting involved and be a board member. And, discussed why we have an HOA, to keep the property values.
- e. Bob Aceves as Chair of the ACC discussed how to file an application to the ACC committee and the approval process and the placement of the approved placard in a street facing window.
- f. Peter Stafford presented as a member at large. Discussed why he became a member.

#### VII. OLD BUSINESS – none

#### VIII. NEW BUSINESS - none

#### IX. ELECTION OF DIRECTORS – Greg discussed that there are two seats are currently available, one being vacated by Lorna O'Guinn. Greg said the Bylaws require only the President of the Board be a member of the Board. He also discussed committee membership. There was no interest from the proxies returned and one self-nomination from the floor (Andrea Stout). Andrea (Andi) Stout was elected by a show of attendee's hands.

#### X. OPEN FORUM – One homeowner requested to receive notice of Board meetings by email, with a

calendar link option if possible. Board meeting notices are typically e-mailed the Friday before or Monday in advance of the meeting, posted on the website, and signs at each entrance on Orchard Heights. Discussed how to join the WEBEX meeting. Discussed option to hold meeting in person or virtually. Asked the audience, one person responded to hold the meeting virtually. One homeowner suggested a combination. Wondered if the meetings could be recorded. Greg indicated he could look into whether WEBEX will support recordings. Another Homeowner asked if homeowners could cut back on water usage and reduce the watering of their lawns. Peter mentioned the appearance is part of the CCR which might not allow the reduction of appearance of non-watered lawns. Scott Gilbert discussed past attempts to address reduction of watering. Bob Aceves discussed zero-scape yards and the increase in homeowners applying for zero-scape yards. One homeowner suggested having a Board meeting agenda item meeting discuss options within the CC&Rs related to lawn care. Discussions centered around maintaining the value of individual properties. And, discussed HOA fee. Scott asked if we looked to a management company. Greg and Peter raised the cost issue. Scott suggested that if homeowners aren't interested in being on the board, perhaps the cost aspect might lead to greater participation. Discussion hiring a management company to handle tasks taking the time of the board and committees allowing the Board to focus on policy and oversight of a management company.

**XI. FINAL COMMENTS AND ADJOURNMENT**

- a. The Board will meet immediately following the Annual meeting (June 27, 2023). This meeting will be for the new Board to elect Board members to officer positions and designate Chairs of the ACC, CC&R, and Common Area Committees.

The meeting was adjourned at 8:27 pm