

**West Hill Estates Homeowners Association**  
**Regular Meeting Minutes**  
**March 11, 2020**

**I. CALL TO ORDER (Establish Quorum)**

President Scott Gilbert called to order the regular meeting of the WHEHOA Board at 7:03pm on Wednesday, March 11, 2020 at the home of Tom Gwynn.

Board Members Present: President Scott Gilbert; Vice President Tom Gwynn; Treasurer Lorna O'Guinn; Secretary Doug Austin; Sami Wright, Gudrun Hoobler.

Board Members Absent: Steve Masten.

Homeowners present: Doug Montgomery; Sherl Hill.

**II. ANNOUNCEMENTS**

**Meeting Rules:**

- No audio or video recording allowed except by the Secretary to aid in preparation of minutes.
- Members may address issues only if acknowledged by the President or during the Open Forum.
- **Everyone, please silence your cell phones.**

**III. MINUTES** – The February 20, 2020 Regular Meeting minutes were approved.

**IV. OPEN FORUM** – No homeowner comments.

**V. REPORTS**

- a. **President:** Scott reported preparations are ongoing for the Town Hall meeting next week and the newsletter has been sent.
- b. **Vice President:** Tom advised the Town Hall signs are up. One of our new HOA rules reminder signs was vandalized and destroyed.
- c. **Secretary:** No report.
- d. **Treasurer:** Lorna distributed the monthly reports and reminded everyone to let her know of any upcoming expenses or changes which would affect the new budget projections.
- e. **Architectural Review Committee Chair:** Scott reported for Steve that ACC activity continues to be low with only two new applications last month.
- f. **CC&R Committee Chair:** No CC&R update. Doug contacted a former board member about the possibility of joining the CC&R Enforcement Committee, but he is not available.
- g. **Common Maintenance Area Committee Chair:** Scott will report under old business.
- h. **Welcome Committee Chair:** Sami reported she is up-to-date except for two owners she has still not been able to contact.

**VI. OLD BUSINESS**

- a. Attorney Ryan Harris with Vial Fotheringham joined us to introduce himself, meet the Board, and answer questions. After discussion, the board agreed to stay with VF Law with Ryan as our primary attorney. Scott will notify our prior attorney of the decision.
- b. The Town Hall Meeting will be next week as noted in the newsletter. Scott posted the newsletter on the website today and it has already been delivered to some homes. Scott will prepare a short presentation of the problems which need to be addressed, some of the options we have discussed, and invite input from the attendees. The Board will then analyze the feedback and, if needed, prepare a survey to get additional input about the option or options which generate the greatest interest. The CC&Rs indicate the HOA is responsible to maintain the Common Maintenance Area per *Article 9.1 Responsibility of Association*, but does not specifically list any required design or content. Discussed using volunteer labor for some of the work and agreed to run that possibility by our attorney.

**VII. NEW BUSINESS**

- a. Discussed coronavirus concerns. We will need to remain flexible and make rescheduling decisions as needed. Virtual meetings might also be a possibility.

**VIII. NEXT MEETING:** A date for the next regular meeting was not discussed, but it might be affected by progress of the coronavirus pandemic. Based on normal scheduling, the next meeting would be Thursday, April 16, 2020 at 7:00 pm.

**IX. FINAL COMMENTS AND ADJOURNMENT**

The meeting was adjourned at 8:35 pm.

**Minutes submitted by:** Doug Austin, Secretary

**Attachments:** March agenda; February 20, 2020 meeting minutes; Treasurer's monthly reports for February.