

West Hill Estates Homeowners Association
Regular Meeting Minutes
March 18, 2021

I. CALL TO ORDER (Establish Quorum)

President Scott Gilbert called to order the regular meeting of the WHEHOA at 7:10 pm on March 18, 2021 via the internet.

Board Members Present: President Scott Gilbert; Vice President Greg Malkasian; Treasurer Lorna O'Guinn; Secretary Chuck Strauss; Tom Gwynn; Stephanie Truex; and Sami Wright.

Board Members Absent: none

Homeowners present: Doug Austin

II. ANNOUNCEMENTS

Meeting Rules:

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

III. MINUTES - February 18th, 2021 minutes were approved and will be posted to the website.

IV. OPEN FORUM - No homeowners wished to speak.

V. REPORTS

- a. **President:** President Scott Gilbert reported that he has been involved in an ongoing issue with a homeowner and will discuss it more during the CC&R report. He reported that the website was updated and all 2020 files were moved to a separate folder.
- b. **Vice President:** Greg Malkasian had nothing to report.
- c. **Secretary:** Chuck Strauss had nothing to report.
- d. **Treasurer:** Lorna O'Guinn submitted the February budget reports. She said the bank statement includes checks to TOPS for January and February because TOPS held onto the January check due to COVID issues. Nothing else unusual occurred.
- e. **Architectural Review Committee:** Lorna O'Guinn reported that it was a busy month with many ACC applications submitted for projects including fences, landscaping, house painting, fire pits, and driveway resurfacing.
- f. **CC&R Committee Chair:** Tom Gwynn reported that he was preparing a couple of letters to homeowners for noncompliance issues. President Gilbert asked how much longer a homeowner was going to take to complete his fence. Tom said they had one year to complete it and that year concludes in June.
- g. **Common Area Committee Chair:** President Scott Gilbert reported that Russell's Landscape is primarily finished with the project at each of the entrances. He did a walk through and noticed a few things that still need to be done. A couple of these were Russell's responsibility and the others would need a separate bid from Russell's to complete. He also reported that the lights out at the Mousebird entrance has not been repaired because the electrical company was behind due to the ice storm.
- h. **Welcome Committee Chair:** Sami Wright reported that she is sending letters to new homeowners.

VI. OLD BUSINESS

- a. Sign Policy Resolution** - President Gilbert reported that Doug Austin worked on a draft for the policy resolution, but Scott said it wasn't moving in the direction he wanted. Scott drove through the neighborhood and took pictures of several houses that had various signs. A discussion was held about the direction the Board should proceed, and no conclusion was reached.

VII. NEW BUSINESS -

- a. Next year's budget** - Lorna O'Guinn asked everyone to send her any upcoming costs that are not in the current budget. President Gilbert asked if our bank was a interest bearing account. Lorna said it was not and mentioned there were a couple of problems with being able to do bank business at our current bank. A motion was made by President Gilbert and seconded by Greg Malkasian to look at moving to a different bank. The motion carried.
- b. Electronic communication** - President Gilbert asked the Board to begin to think about giving a discount of the annual assessments to homeowners who chose to have the newsletter sent electronically. This will be discussed further at a future meeting.

VIII. FUTURE MEETINGS

Next meeting: April 15th, 7 pm via the internet.

IX. FINAL COMMENTS AND ADJOURNMENT

The meeting was adjourned at 8:52 pm.

Minutes submitted by: Chuck Strauss, secretary