

West Hill Estates Homeowners Association
Regular Meeting Minutes
April 15, 2021

I. CALL TO ORDER (Establish Quorum)

President Scott Gilbert called to order the regular meeting of the WHEHOA at 7:04 pm on April 15, 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: none

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

IV. OPEN FORUM - No homeowners were present.

V. REPORTS

- a. **President:** President Scott Gilbert reported that he has been involved in an ongoing issue with a homeowner. He also reported that there were modifications to the website.
- b. **Vice President:** Greg Malkasian had nothing to report.
- c. **Secretary:** Chuck Strauss had nothing to report.
- d. **Treasurer:** Lorna O'Guinn submitted the March budget reports. She also had a statement (attached) that showed comparisons of banks in West Salem. President Gilbert made the motion to change banks to Maps Credit Union. Greg Malkasian seconded it and the motion carried.
- e. **Architectural Review Committee:** Lorna O'Guinn submitted the ARC report that included thirteen new applications (attached). Projects included fences, decks, trees, and painting. All were approved by the ARC committee.
- f. **CC&R Committee Chair:** Tom Gwynn reported that there were three issues that are currently in progress. President Gilbert asked if the new management software was being used yet. Tom said the committee had started using it for CC&R issues. **ACTION ITEM:** President Gilbert will look at the software to make sure any correspondence between homeowners and the CC&R committee is being recorded using the management software.
- g. **Common Area Committee Chair:** President Scott Gilbert reported the cost for maintaining the common area will increase in May to \$110/month. He will look at getting a bid to distribute bark dust along Orchard Heights. He also reported that the bid to repair the lights at the Mousebird entrance came in high. President Gilbert said he would look at other bids.
- h. **Welcome Committee Chair:** Sami Wright had nothing new to report.

VI. OLD BUSINESS

- a. **Next year's budget** - Lorna O'Guinn looked at projections for any increases for next year's budget.

She mentioned that we would likely have a surplus and asked the Board's thoughts on reducing the Annual Assessments back to \$180/year. Lorna also asked the Board to consider increasing the budget reserves. The Board will consider this next month.

VII. NEW BUSINESS

None.

VIII. FUTURE MEETINGS

Next meeting: May 20th, 7 pm via the internet.

IX. FINAL COMMENTS AND ADJOURNMENT

The meeting was adjourned at 8:04 pm.

Minutes submitted by: Chuck Strauss, Secretary