

West Hill Estates Homeowners Association
Regular Meeting Minutes
May 20, 2021

I. CALL TO ORDER (Establish Quorum)

President Scott Gilbert called to order the regular meeting of the WHEHOA at 7:03 pm on May 20, 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 - April 15th, 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 the website has been updated and new homeowners have been added to the email list.
- b. **Vice President:** Greg Malkasian reported that he and president Gilbert walked the common area to get up date on the status of it. They noticed there were some weeds along Orchard Heights. Removal of weeds are not in the current landscaping maintenance contract. They also noted that some areas are in need of more work including adding mulch to some spots.
- c. **Secretary:** Chuck Strauss had nothing to report.
- d. **Treasurer:** Lorna O'Guinn submitted the April budget reports. She said that any expenses from the Board needed to submitted. There are currently three homes that have recently closed.
- e. **Architectural Review Committee:** Lorna O'Guinn reported that new applications included fence repair, storm damage repairs, new shed, and an addition to a garage.
- f. **CC&R Committee Chair:** Tom Gwynn reported that everything is current and outstanding projects are almost complete.
- g. **Common Area Committee Chair:** President Scott Gilbert reported that he is waiting for a bid to add bark dust to the common area along Orchard Heights. After getting a high bid from an electrician to fix the power outage to the entrance at Mousebird, he sought a bid from another company. The new bid was approximately \$500. He is also looking for bids for landscaping maintenance companies.
- h. **Welcome Committee Chair:** Sami Wright had nothing new to report. She said that she will be visiting new homeowners soon.

VI. OLD BUSINESS

- a. **2021/22 Budget** - Lorna O'Guinn presented next year's proposed budget (attached). A motion was

made by President Gilbert and seconded by Tom Gwynn for the annual assessment to be \$190 and increase the reserve earnings account to \$20,000. The motion passed unanimously. The proposed budget will be looked at next month. **ACTION ITEM:** Board members - Look at the proposed budget for next year.

VII. NEW BUSINESS

- a. Ice storm damage** - President Gilbert said he noticed that there were many homes that still needed to have trees trimmed or removed. It was also noted that some repair was needed to trees along the common area
- b. Annual Meeting** - This year we will have a virtual annual meeting. Proxy votes will need to be collected. We will use the same format for this from last year. The proposed date will July 22 at 7 pm.

VIII. FUTURE MEETINGS

Next meeting: June 17th, 7 pm via the internet.

IX. FINAL COMMENTS AND ADJOURNMENT

The meeting was adjourned at 8:15 pm.

Minutes submitted by: Chuck Strauss, Secretary