

**West Hill Estates Homeowners' Association**

**P.O. Box 5892**

**Salem, Oregon 97304**

Minutes of Homeowners' Annual Meeting – June 14, 2018

**The Secretary, Chuck Strauss, is recording the minutes**

**Meeting Call to Order:** By President Euen at 7:02 pm. President Euen asked for any proxies to be delivered to the secretary for verification. President Euen also explained that the purpose of this meeting was for the election of directors.

**Board Members Present:** President Lorre Euen, Vice President Scott Gilbert, Secretary Chuck Strauss, Treasurer Lorna O'Guinn, Terry Witt, Doug Austin, and Sami Wright (appointed interim).

**Board Members Absent:** None

**Homeowners present:** See attached list.

**Location:** Meeting Room of Roth's, 1130 Wallace Road, NW, Salem Oregon

**Roll call and proof of meeting:** President Euen thanked all homeowners for coming and reminded attendees this is an "owners" meeting and not a regular Board meeting. She added that questions would be answered at the next regular Board meeting. She asked for and received proof of the notification of the meeting.

**President's Report:** President Euen introduced the Board to the homeowners.

**Minutes:** President Euen asked if there was a motion to suspend the reading of the minutes from the June 8<sup>th</sup>, 2017 Annual Meeting. Scott Gilbert made a motion to suspend the reading of the minutes. There being no second secretary Chuck Strauss read the minutes. President Euen made the motion for the minutes to be approved and Lorna O'Guinn seconded it. There was no opposition so the motion carried. Chuck Strauss said these minutes would be posted on the WHEHOA website.

President Euen asked each director to introduce themselves and provide a brief description of their duties.

**President's Report** – President Euen reported that the tree height amendment passed with more than 220 yes votes and 53 no votes. The Board now is working on the resolutions and amending and restating of the CC&R's and Bylaws.

**Common Area Chair Report** – Lorre Euen reported making the common easement area more eco-friendly is under consideration and bids from various contractors are being reviewed. She added that this project will take a back seat to amending and restating the CC&R's and Bylaws. She noted that landscaping costs are going up by \$90/month starting in July.

**Vice Presidents Report** – Scott Gilbert noted the number of questions at tonight's meeting and he invited everyone to come to a regular homeowners meeting or use the website contact form to submit questions.

**Website Designer** – Scott Gilbert reported that the newsletters and minutes are now being posted to the website.

**Secretary** – Chuck Strauss reported that he is responsible for creating the minutes for the meeting, posting the signs announcing the meetings, and updating the Facebook page.

**Treasurer** – Lorna O'Guinn reported her duties are to receive all monies, deposit said monies into the bank, pay bills, and report to the homeowners the status of the budget. She said West Hill Estates are financially sound. She stated that the increase in the annual assessment to \$188.50 is due to costs associated with the upcoming CC&R and Bylaws amendment and restatement. The proposed budget will be presented at the next Board meeting for approval.

**Architectural Control Committee** – Terry Witt reported that this fiscal year 65 applications have been submitted and approved. He said when a project has been approved, the homeowner gets an orange placard to display stating that the project has been approved. He also said there were two applications for new homes being built in West Hill Estates and both have been approved.

**CC&R Committee Report** – Doug Austin reported that there were two drive-arounds by the committee, one last fall and one last spring. He added there are only seven violation issues that are still outstanding.

**Welcoming Committee** – Sami Wright reported that she welcomes all new homeowners.

**Elections:** Chuck Strauss reported that we would elect directors for the homeowners association. A question was asked if a candidate need to be present to seek a position. The decision based on the Bylaws was that they need not be.

**Candidates:**

Sami Wright

Gudrun Hoobler

Ron Caton

Each candidate gave a brief biography of themselves and questions from the homeowners were allowed. Ballots were then distributed, collected, and counted. Sami Wright and Gudrun Hoobler won seats on the board.

**Open Forum:** Homeowners were given an opportunity to ask the Board questions.

Questions were asked about landscaping, how the budget was presented to homeowners, and how officers are elected.

**Adjournment : 8:40 pm**

Submitted by Chuck Strauss, Secretary

**Attachments:**

Agenda

Sign-In Sheet

Proof of Notice