

West Hill Estates Homeowners Association
Regular Meeting Minutes
July 16, 2020

I. CALL TO ORDER (Establish Quorum)

President Scott Gilbert called to order the regular meeting of the WHEHOA at 7:08 pm on July 16th, 2020 via the internet.

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

Homeowners present: Karl Raschkes, George Lansing, Greg Malkasian.

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 - The May 28, 2020, June 10, 2020, and the June 18, 2020 minutes were approved with corrections.

IV. OPEN FORUM - Homeowners were given an opportunity to ask questions. A homeowner asked about the increase of HOA expenses and fees. The president explained the costs and how to contact the Board. Another homeowner thanked the Board for approving his water project.

V. REPORTS

- a. **President:** President Scott Gilbert reported that he has worked with a couple landscape contractors on the work scheduled for the common maintenance area project. He also reported working on the website and the management software project.
- b. **Vice President:** Tom Gwynn had nothing new to report. He did ask about the flagpole rule in the CC&R's. He was concerned about a particular home's placement of a flagpole. Lorna O'Guinn said she would look into it.
- c. **Secretary:** Doug Austin had nothing to report.
- d. **Treasurer:** Lorna O'Guinn submitted the monthly reports which will be posted online. There was nothing out of the ordinary to report. Approximately one hundred assessment payments have come in. She reminded that each month she reports the particular expenses for that month.
- e. **Architectural Review Committee:** Scott Gilbert reported that Lorna O'Guinn has just recently taken over that committee. Lorna reported that most applications were concerning painting and driveways.
- f. **CC&R Committee Chair:** Doug Austin reported that we are currently down to two open CCR items he is following up on.
- g. **Common Area Committee Chair:** Scott Gilbert reported that the Common Maintenance Area landscaping project will hopefully start in the next week or two. There was also a leak in irrigation lines, but Scott repaired it himself. The city uncovered many of these lines when they installed the new sidewalks. They will be reburied when the landscaping projects are complete. He also reported that there are moles present at the Chapman entrance and engaged the services of a removal company.

h. **Welcome Committee Chair:** Sami Wright had nothing to report.

VI. OLD BUSINESS

- a. HOA management Software - President Gilbert said data has been loaded and Doug Austin, Lorna O'Guinn, and he have been training on it. Lorna said we will be able to go live after the assessments and budget is finished.
- b. Annual meeting - President Gilbert said that the status of the meeting is still unknown. At this point it is not possible with COVID - 19. Our attorney will be contacted and asked what our options are. We must have one this year, but will explore how that will be done. We may need to vote for Board members through mail or Proxy votes. Having the meeting outside was also mentioned. Tom Gwynn said he could look at using the fields at Wallace Marine Park.

VII. NEW BUSINESS

Nothing at this point.

VIII. FUTURE MEETINGS

Next meeting: August 20th, 7 pm

IX. FINAL COMMENTS AND ADJOURNMENT

The meeting was adjourned at 8:09 pm.

Minutes submitted by: Chuck Strauss and reviewed by Doug Austin, Secretary