

**West Hill Estates Homeowners Association**  
**Regular Meeting Minutes**  
**September 9, 2021**

**I. CALL TO ORDER (Establish Quorum)**

President Scott Gilbert called to order the regular meeting of the WHEHOA at 7:07 pm on September 9, 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.

Board Members Absent: Sami Wright.

Homeowners present: Doug Austin, and Janet Haller.

**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** - August 31st, 2021 minutes were approved and will be posted to the website.

**IV. OPEN FORUM** - No homeowners wished to comment.

**V. REPORTS**

- a. **President:** President Scott Gilbert had nothing new to report.
- b. **Vice President:** Greg Malkasian had nothing new to report.
- c. **Secretary:** Chuck Strauss reported that 77 proxies had been turned in and validated.
- d. **Treasurer:** Lorna O'Guinn submitted the August budget reports. She stated that late fee notices for unpaid Annual assessments will be mailed to homeowners. A home was sold in June that WHEHOA did not receive notice of until recently. Lorna O'Guinn made a motion, seconded by Greg Malkasian that the homeowner not be assessed a late fee because of the late notice of the sale of the home. President Gilbert made the motion to amend the original motion to give the homeowner sixty days to pay their annual assessment. The motion, as amended, carried.
- e. **Architectural Control Committee:** Stephanie Truex reported that there was one emergency application requesting repair work to their front porch due to dangerous dry rot damage discovered when the home was being painted.
- f. **CC&R Committee Chair:** Tom Gwynn reported that letters were sent to regarding a barking dog situation and a motor home that was not properly screened. The motor home issue should be resolved this weekend.
- g. **Common Maintenance Area Committee Chair:** Greg Malkasian reported that Russell's were notified to not level landscape mole damage until the moles have been caught.
- h. **Welcome Committee Chair:** Lorna O'Guinn reported there were no new homeowners have moved into WHE since the last Board meeting.

**VI. OLD BUSINESS**

**a. Annual Meeting -**

- I.** Lorna O'Guinn will mail out the notices within a week.
- II.** The date of the Annual Meeting will be Oct. 14th at 7:00 pm. The meeting will be virtual.
- III.** A list of two possible future Board members was given to President Gilbert.
- IV.** There will not be a regular Board meeting for October.

- b. Temporary Paint Color Resolution** - Stephanie Truex presented the resolution to temporarily suspend the requirement that homeowners paint a swatch of new paint color on their house as paint samples are very hard to come by. President Gilbert made the motion to accept the policy resolution (#5-19A(1)). Chuck Strauss seconded it and the motion carried.

**VII. NEW BUSINESS**

none

**VIII. FUTURE MEETINGS**

Next meeting: Annual Meeting: October 14th at 7 pm via online.

Next regular homeowners meeting: November 18th at 7 pm

**IX. FINAL COMMENTS AND ADJOURNMENT**

The meeting was adjourned at 7:58 pm.

**Minutes submitted by:** Chuck Strauss, Secretary