

West Hill Estates Homeowners Association
Annual Meeting Minutes
December 3, 2020

I. CALL TO ORDER

President Scott Gilbert called to order the Annual meeting of the WHEHOA at 7:06 pm on December 3rd, 2020 via the internet.

Board Members Present: President Scott Gilbert; Vice President Tom Gwynn; Treasurer Lorna O'Guinn; Secretary Doug Austin; Chuck Strauss; Greg Malkasian; and Sami Wright. Board Members absent: none

Homeowners Present: Stephanie Truex; Karl Raschkes (1176 Olympia Ct.)

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. PROXIES - 107 proxies were collected to establish a quorum.

IV. PROOF OF MEETING NOTICE – All members were given notice of the Annual Meeting by postcard mailed 1st Class on November 12th. Secretary Doug Austin presented proof of mailing.

V. MINUTES - Reading of the 2018 and 2019 Annual Meeting minutes was suspended by motion and second. The motion passed. Minutes from the 2019 Annual Meeting were approved by the homeowners with 96 votes. Minutes from the 2018 Annual Meeting were approved by the homeowners with 94 votes. Minutes will be posted to the website.

VI. REPORTS

- a. **President:** President Scott Gilbert had nothing to report from his role as president, but as Common Area Chairperson, he said that the Common Area project was almost complete and the landscaper hopes to have it finished by the end of 2020.
- b. **Vice President:** Tom Gwynn had nothing to report.
- c. **Secretary:** Doug Austin reported that he completed all duties as secretary by taking minutes during the meeting of the Homeowners Association and submitting them to be posted on the WHEHOA website.
- d. **Treasurer:** Lorna O'Guinn reported that ownership records for all homes in West Hill Estates have been entered into the management software including current pictures of houses submitted by homeowners. She added this will aid future Board members record keeping. She reported of 321 homes in West Hill Estates there are six delinquent accounts.

VII. ELECTION OF DIRECTORS - 107 ballots were received. 100 voted in favor of electing Lorna O'Guinn and 99 for Stephanie Truex as directors.

VIII. OLD BUSINESS - none

IX. NEW BUSINESS

- a. **Question homeowner (a)** - a homeowner submitted a question concerning crime in West Hill Estates. He asked about engaging in a security patrol to drive through the neighborhood at night. President Gilbert did some research and found a company (Advanced Security Inc.) would charge \$1,425/month to drive through the neighborhood twice per night and \$2,125/month if they drove through three times per night. This would amount to an increase of \$50 - \$80/per homeowner in the annual assessment. After discussion it was decided that this was a lot of money for little chance of actually catching anyone. The idea of putting up gates at the entrances was also discussed. To become a gated community the association would be responsible for road maintenance for all roads within West Hill Estates at an even higher annual assessment increase than hiring a security firm.
- b. **Question homeowner (b)** - the same homeowner asked about the policy of installing artificial turf someone's property. Since the CC&R's do not address this specifically. The Board would have to look at this and make sure it was done correctly to assure it does not reduce street appeal or overall appearance of the neighborhood. President Gilbert said he would look into this further and report back to the Board and the homeowner who asked the question.

X. OPEN FORUM - none

XI. FINAL COMMENTS AND ADJOURNMENT

The meeting was adjourned at 8:04 pm.

**West Hill Estates Homeowners Association
December Regular Meeting Minutes
December 3, 2020**

I. CALL TO ORDER (Establish Quorum)

President Scott Gilbert called to order the regular meeting of the WHEHOA at 8:05 pm on December 3rd, 2020 via the internet.

Board Members Present: President Scott Gilbert; Vice President Tom Gwynn; Treasurer Lorna O'Guinn; Secretary Doug Austin; Chuck Strauss; Greg Malkasian; Stephanie Truex; and Sami Wright. Board Members Absent: none

Homeowners Present: none

II. ELECTION OF OFFICERS

- a. **President** - Scott Gilbert (ran unopposed) was voted unanimously.
- b. **Vice President** - Greg Malkasian (ran unopposed) was voted unanimously.
- c. **Treasurer** - Lorna O'Guinn (ran unopposed) was voted unanimously.
- d. **Secretary** - Chuck Strauss (ran unopposed) was voted unanimously.

III. COMMITTEE CHAIRS

- a. **CC&R** - Chair: Tom Gwynn. Members: Stephanie Truex. Doug Austin will help.
- b. **ACC** - Chair: Lorna O'Guinn. Members: Sami Wright and Stephanie Truex
- c. **Common Area** - Chair: Scott Gilbert with Greg Malkasian taking over at some point.
- d. **Welcoming Committee** - Chair: Sami Wright. Members: Lorna O'Guinn.

IV. FINAL COMMENTS AND ADJOURNMENT

The meeting was adjourned at 8:33 pm.

Minutes submitted by: Chuck Strauss, secretary