

West Hill Estates Homeowners Association
Regular Meeting Minutes
Feb. 21, 2019

I. CALL TO ORDER (Establish Quorum)

President Scott Gilbert called to order the regular meeting of the WHEHOA at 7:04 pm on February 21th, 2019 at Salem Electric.

Board Members Present: President Scott Gilbert; Vice President Lorre Euen; Treasurer Lorna O'Guinn; Secretary Chuck Strauss; Gudrun Hoobler; Sami Wright; and Doug Austin. Board Members Absent: None

Homeowners present: Diane Stewart, Allen Cranston, Leslie Pitchford, Cindy Lane (sign-in sheet attached).

II. ANNOUNCEMENTS

Meeting Rules; No audio or video recording allowed by attendees. The Secretary, however, may record the meeting to aid in the preparation of minutes. Members may observe the meeting but may not participate in the Board's deliberations or votes. Members may address issues only if acknowledged by the President or during the Open Forum portion of the meeting.* Time allotted for each person may be limited based on the number of members wishing to comment. All meetings will be conducted in accordance with Roberts Rules of Order. Please silence your cell phones.

III. MINUTES

- a. Minutes from the regular HOA meeting on January 17, 2019 were approved.
- b. Minutes from the work session on January 24, 2019 were approved.

IV. OPEN FORUM

Homeowners were given an opportunity to ask questions. Diane Stewart asked the Board for a red-line version of the Bylaws. President Gilbert said there was none available. Cindy Lane spoke that the Policy Resolutions were quick and easy to read.

V. REPORTS

- a. **President:** President Scott Gilbert said the Board has been busy finishing the CC&R's and Bylaws. They are available online and will be presented at the Town Hall on March 7th, 7 pm at Roth's 1130 Wallace Rd.
- b. **Vice President:** Lorre Euen had nothing new to report.
- c. **Secretary:** Chuck Strauss had nothing new to report.
- d. **Treasurer:** Lorna O'Guinn presented her report, Balance Sheet, and Profit, Loss and Transaction by Detail sheets (attached).
- e. **Architectural Review Committee:** Lorre Euen gave her report. She said there were few new applications, but expected more in the coming months.
- f. **CC&R Committee Chair:** Doug Austin gave his report. He said one homeowner was assessed a fine for non-compliance.
- g. **Common Area Committee Chair:** Gudrun Hoobler gave her report. She said it would cost \$2,500 to replace the flood lights at each of the entrances into the subdivision. She also reported that Judson's believes there is a wiring problem as the lights go off if someone stands on a particular spot in the Common Area. This situation will be looked into.
- h. **Welcome Committee Chair:** Sami Wright said she has visited a couple of new homeowners to welcome them to the neighborhood.

VI. OLD BUSINESS

- a. Amended and Restated Declaration of Covenants, Conditions and Restrictions – President Gilbert reported that the Town Hall meeting is set for March 7th, 2019 at Roth’s (1130 Wallace Rd.), 7 pm. He reminded everyone that questions to the Board should be submitted by February 28th.
- b. A question was asked if everyone present had received their postcard announcing the Town Hall meeting had been received. All Board members and homeowners present acknowledged, by a show of hands, that they had.

VII. NEW BUSINESS

- a. Town Hall Agenda. President Gilbert and the Board set an agenda for the Town Hall.
- b. CC&R’s enforcement policy. Doug Austin presented a draft of a proposal of the enforcement policies. The Board will look at this during a future meeting.

VIII. FINAL COMMENTS AND ADJOURNMENT

The meeting was adjourned at 8:40 pm.

Minutes submitted by: Chuck Strauss, secretary

Attachments: February agenda, January regular meeting minutes, January 24 Work Session Minutes, homeowner sign-in sheet, Treasurer’s Balance Sheet, Profit and Loss Budget Performance Report, Profit & Loss Budget vs. Actual Report and Transaction Detail by Account Report, Enforcement of CC&R’s policy proposal.