

**West Hill Estates Homeowners Association**  
**Regular Meeting Minutes**  
**July 2, 2019**

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

President Scott Gilbert called to order the regular meeting of the WHEHOA Board at 7:05 pm on July 2, 2019 at the home of Tom Gwynn.

Board Members Present: President Scott Gilbert; Treasurer Lorna O'Guinn; Gudrun Hoobler; Sami Wright; Steve Masten; Tom Gwynn; Doug Austin.

Board Members Absent: None.

Homeowners present: Diane Stewart, Tony Hoobler.

**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. ELECTION OF OFFICERS**

- a. President – Scott Gilbert.
- b. Secretary – Doug Austin.
- c. Treasurer – Lorna O'Guinn.
- d. Vice President – Tom Gwynn.

**IV. APPOINTMENT OF COMMITTEE CHAIRPERSONS**

- a. Architectural Control Committee – Chair: Lorna O'Guinn.
- b. CC&R Enforcement Committee – Chair: Doug Austin.
- c. Common Maintenance Area – Chair: Scott Gilbert.
- d. Website maintenance – Not a formal committee, but our resident technical website expert is Scott Gilbert.
- e. Welcome Committee – Chair: Sami Wright.

Others volunteered to help in various capacities. Each Chair will assess their needs and finalize the membership of their committees.

**V. NEXT MEETING -- July 18, 2019 at 7:00pm at Salem Electric.**

**VI. ADJOURNMENT**

The meeting was adjourned at 8:54 pm.

**Minutes submitted by:** Doug Austin, Secretary.