

**West Hill Estates Homeowners Association**  
**Regular Meeting Minutes**  
**May 16, 2019**

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

President Scott Gilbert called to order the regular meeting of the WHEHOA at 7:00 pm on May 16, 2019 at Salem Electric.

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

Homeowners present: Diane Stewart, Tom Gwynn, Kevin Goodpaster, and George Lanning (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 following meetings were approved:
  - I. February 21, 2019 – Regular meeting
  - II. February 28, 2019 – Work session
  - III. March 7, 2019 – Town Hall meeting
  - IV. March 14, 2019 – Work session
  - V. March 21, 2019 – Regular meeting
  - VI. March 28, 2019 – Work session
  - VII. May 9, 2019 – Work session

**IV. OPEN FORUM**

Homeowners were given an opportunity to ask questions. A homeowner asked about allowing flagpoles in the neighborhood.

**V. REPORTS**

- a. **President:** Scott Gilbert said there was no April meeting and the website has been updated.
- b. **Vice President:** Lorre Euen had nothing new to report.
- c. **Secretary:** Chuck Strauss had nothing new to report.
- d. **Treasurer:** Lorna O'Guinn submitted the balance sheets. There was nothing out of the ordinary to report. We have sufficient money in our checking account to avoid using any of our dedicated reserves for the remainder of the fiscal year.
- e. **Architectural Review Committee:** Lorre Euen reported that there were several new applications.
- f. **CC&R Committee Chair:** Doug Austin gave his report. He said that there was drive-around on Saturday, May 11, resulting in 32 new issues requiring notices be sent to the homeowners.
- g. **Common Area Committee Chair:** Gudrun Hoobler gave her report. She said she had two proposals from Judson's to fix lighting in the entrances to the subdivision. One was for \$2,454 to replace missing lights and \$1,225 to fix just one entrance. Gudrun recommended we repair all the lights. President Gilbert said we need bids from other companies. After discussion, President Gilbert made a motion to accept the single bid for this contract to fix all the lights and Lorna O'Guinn

seconded it. The motion carried with Lorre Euen and Sami Wright opposed. Gudrun Hoobler will confirm with Judson's that all necessary repairs are covered in the bid. Gudrun has asked Russell's to check to make sure the timer was on for the sprinklers in the Common Area.

- h. **Welcome Committee Chair:** Sami Wright reported she visited three new homeowners. There are six houses for sale and 2 or 3 were on the verge of closing.

## **VI. OLD BUSINESS**

- a. Enforcement policy – Doug Austin recommends a work session to do this.
- b. Landscaping redo - President Gilbert would like to get estimates.
- c. Update on the ballots for the CC&R consolidation – 109 yes votes, 8 no, 5 without a vote, and 14 voted yes on the wrong ballots. We need to canvas the neighborhood to encourage voting.

## **VII. NEW BUSINESS**

- a. Annual Meeting – June 20, 2019 at 7 pm at Roth's.
- b. Budget – Consolidate categories. Will bring this to a work session. Agenda items for the Annual Meeting are listed in bylaws, including election of officers. We will have a work session to go over the agenda on May 30.

## **VIII. FINAL COMMENTS AND ADJOURNMENT**

The meeting was adjourned at 8:28 pm.

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

**Attachments:** May agenda, March regular meeting minutes, balance sheets (February, March, and April), homeowner sign-in sheet.