

West Hill Estates Homeowners Association
Regular Meeting Minutes
September 19, 2019

I. CALL TO ORDER (Establish Quorum)

President Scott Gilbert called to order the regular meeting of the WHEHOA Board at 7:13pm on September 19, 2019 at Chapman Hill Elementary School.

Board Members Present: President Scott Gilbert; Treasurer Lorna O'Guinn; Secretary Doug Austin; Gudrun Hoobler; Steve Masten

Board Members Absent: Vice President Tom Gwynn; Sami Wright

Homeowners present: Mark Page, Mark Coutis, Sherl Hill, Lorre Euen, Doug Montgomery, Robert Bowlin (sign-in sheet attached).

II. ANNOUNCEMENTS

Meeting Rules: No audio or video recording allowed by attendees. The Secretary 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. May 16, 2019 Regular Meeting minutes were approved.
- b. May 30, 2019 Work Session Meeting minutes were approved.
- c. August 15, 2019 Regular Meeting minutes were approved.
- d. August 29, 2019 Work Session Meeting minutes were approved.

IV. NEW BUSINESS

HOA management company Community Management Inc. -- Representatives Joel McDonell and Carra Pewsey distributed information packets, made a presentation of the services offered by their company and answered questions.

V. OPEN FORUM

Homeowners were given an opportunity to ask questions and address issues. Robert Bowlin mentioned the safety issue caused by an increasing number of speeders and people who don't obey the stop signs as they come through our neighborhood. The Salem Police suggested having the portable radar trailers posted in our neighborhood. We have been trying to schedule that and will continue to pursue it. The current newsletter also has an article on obeying the speed limit. Others mentioned some vandalism caused by people driving through. Mark Page mentioned concern about damage from tree roots. Mark Coutis mentioned seeds and leaves from other people's trees and that neighbors need to help minimize those messes. Tree height issues were also mentioned, and Scott reviewed the history and reasons for the neighborhood voting to remove the tree height restrictions. Lorre Euen emphasized this was a change made by the neighbors through a neighborhood-wide vote. This was not a Board action. It was also noted that some kinds of trees, like cottonwoods, are not beneficial and probably should not be allowed. We currently do not have a list of prohibited trees, but that could be added by Board resolution.

VI. REPORTS

- a. **President:** Scott has continued to update the website as needed, including minutes updates and posting of the previously approved policy resolutions #1-19 and #2-19; worked with CMI to

schedule tonight's overview; the newsletter has been sent out and several present indicate they have received it.

- b. **Vice President:** Tom absent.
- c. **Secretary:** Doug reported we are up to date on minutes after approving those tonight; he will send them to Scott for posting on the website.
- d. **Treasurer:** Lorna distributed the monthly financial statements; we are down to 14 unpaid annual dues remaining; there are currently three homes in escrow.
- e. **Architectural Review Committee Chair:** Lorna reported ACC applications continue at a brisk pace. People are doing a good job of sending in applications for approval.
- f. **CC&R Committee Chair:** Doug reported we are down to four open enforcement cases with activity continuing on all. We will be completing the fall neighborhood drive-around by the end of the month or early in October.
- g. **Common Maintenance Area Committee Chair:** Scott reported that Russell's has prepared refurbishing quotes and plans for the Common Maintenance Area in the past and he requested copies for our review. He will be starting the process of getting proposals from landscape architects so we have plans to consider. A homeowner interjected he has seen signs of a rat problem.
- h. **Welcome Committee Chair:** Sami absent.

VII. OLD BUSINESS – Tabled until next meeting.

VIII. NEXT MEETING: The next regular meeting is scheduled for Thursday, October 17, 2019 at 7:00pm.

IX. FINAL COMMENTS AND ADJOURNMENT

Further discussion of the management company presentation and the management software previously reviewed will be scheduled for our next meeting.

The meeting was adjourned at 9:11 pm.

Minutes submitted by: Doug Austin, Secretary

Attachments: September agenda; May 16, 2019, May 30, 2019, August 15, 2019, and August 29, 2019 meeting minutes; Treasurer's monthly reports for August; homeowner sign-in sheet.