

**WEST MEADOWS ESTATES HOMEOWNERS ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING  
WEDNESDAY / SEPTEMBER 16, 2015**

**Location:** Rose Residence  
2856 Islander Avenue NW – Salem, OR 97304

Notice of meeting was posted by e-mail, on both entrance signs, and a temporary sign on Settlers Springs Drive NW indicating location and time of the Board meeting. The posting met the three-day prior notice of meeting requirement (posted 09/13/15).

**Board Members Present:** Mike Eastlund, Janice Rose, Barry Solomon, Gerry Weipert and Gabriella Loberg.

The meeting was called to order by President, Mike Eastlund at 7:08 pm. Mike Eastlund confirmed quorum. Mike Eastlund introduced the Board to community members present at the meeting.

**Read and Approve Minutes:**

Minutes of the May 28, 2015 Board meeting were reviewed by Board members. Gerry Weipert made a motion to accept the minutes as written. Janice Rose seconded the motion.

**Discussion:** No discussion. Vote was called – (5) in favor (hand count).

**Treasurer's Report:** Janice Rose provided the treasurer's report as follows:

Columbia Bank / Checking	\$12,048.40
ING Direct / Reserve Savings Account	69,831.88
Columbia Bank / Savings (Professional Fees)	6,907.74
Columbia Bank / Savings (Late Fees)	<u>3,549.12</u>
 Total	 \$92,337.14
 Expenses To-Date:	 \$18,324.87

**Committee Reports:**

**ACC Committee:** Barry Solomon, ACC Chair, reported that seven homes were under construction and six had been finalized and available for sale. Plans for three additional homes had been approved with construction not yet started.

He reported the ACC made an error when a conflict in an application for paint approval was not identified during the approval process. The picture in the application showed

application of the paint different than the description in the application. Approval was granted, which allowed a portion of the house to be painted white instead of an earth tone. He requested direction from the Board on how to proceed.

Mike Eastlund made a motion that the ACC work with the builder to correct the problem. Barry Solomon seconded the motion.

Discussion: The Board discussed the options. Vote was called – (5) in favor (hand count).

Mike Eastlund asked the ACC to research and provide a report on the feasibility of improving common areas along Orchard Heights Road and reported tree root damage to common areas along Doaks Ferry Road. Stewart Rose presented to the Board the ACC report showing the damage to the wall with recommendations for action. The ACC report will be included as part of the minutes.

Mike Eastlund made a motion that the Board:

- Adopt the report recommendations for corrections of problems in the common area along Doaks Ferry Road.
- Authorized the ACC to spend up to \$3,000.00 to secure landscape plans for problems along Doaks Ferry Road once the HOA's title is assured.

Berry Solomon seconded the motion.

Discussion: No discussion. Vote was called – (5) in favor (hand count).

**Standards Committee:** Gerry Weipert reported that the new standards process was working as expected. That an “Oops” notice had been adopted for trash cans and recreational vehicle violations. Use of the “Oops” tags should provide faster compliance with reduced costs. He explained how the process has worked well in other communities. The change will be reflected in Board policy.

**Welcoming Committee:** Janice Rose reported that her and Michelle Houser had delivered five (5) welcome bags since the annual meeting and another 12 were in the process of being prepared to send out to new homeowners.

### **Old Business:**

Mike Eastlund reported that the new “NOTICE OF MEETING” sign is in the process of being made and should be installed soon. The previous vendor sold his business and the order was not completed. The sign at Dutch Oven and Titan has been moved to the intersection of Orchard Heights and Titan.

## **Open Forum:**

A new member questioned if anything could be done to make sure retaining walls were required for new construction. The issue was discussed with a note that it is not an issue identified in the CC&R's or in the city code.

Residential water bills were discussed. It was noted that additional fees had been added to water bills.

## **New Business:**

Janice Rose presented proposed changes and updates to existing policies. She explained the changes were necessary to improve application, clarity and reflect recent changes in by-laws.

Janice presented draft changes to policies 102, 103, 105, 201, 203, 401 appendices for fences, auxiliary buildings and commercial vehicle parking, 405, 405, 407 and the new commercial use policy identified as number 408.

Berry Solomon made a motion that polices presented by Janice Rose be adopted as amended during discussion. Mike Eastlund seconded the motion.

Discussion: No further discussion, Vote was called – (5) in favor (hand count).

Per the request of Janice Rose, Gerry Weipert made a motion to authorize the secretary to make grammar and punctuation changes in all Board policies as long as the changes do not change the intent of the policy. Mike Eastlund seconded the motion.

Discussion: No further discussion, Vote was called – (5) in favor (hand count).

Janice Rose reported on correspondence received:

- An e-mail was received from a community member who questioned if the Board was going to allow, what appeared to look like, cookie cutter homes to be built across from their home. Berry Solomon, ACC chair, indicated Board policy has and will be enforced. The homes questioned have identical floor plans, but different roof design.
- One community member requested the Board do something about the student parking on Dutch Oven Avenue NW and Rainsong Avenue NW. Stewart Rose reported that he had spoken with representatives of the high school and the city to explore options. The parking situation dramatically changed when the area used for school parking was changed to a firefighter training area. A check of the area showed on average 35 to 40 cars are parked in the affected area during the week with little or no parking on the weekend. We have made several

checks and found that there were 60-70 parking spaces available in the school parking lot. The efforts to achieve a change will continue.

- Janice Rose reported that she received a request from a community member that the Board provide an opportunity for a presentation on earthquake preparedness. Various options were discussed. It was noted that a public space, rather than a home, would be necessary. A community member in attendance suggested rooms at Salem Electric or Broadway Commons. Janice said she will explore the option further and get back to the neighbor making the request.

Janice Rose reported there were two appeals and a suspended fine for the Board to consider:

- The first appeal was from a builder who wanted to appeal a fine that had been suspended. The person requesting the appeal was not present, so the appeal was dismissed.
- Janice Rose asked the Board make a decision on how to proceed with a suspended fine. Janice Rose made a motion that the suspended fine be cancelled. Mike Eastland seconded the motion.

Discussion: Vote was called – (4) in favor (hand count), Gerry Weipert abstained.

- The second appeal was from a homeowner who requested reconsideration of an ACC decision. Board policy requires the color scheme for an auxiliary building to be the same as the house (the ACC is required to follow Board policy or acquire Board approval for a variance). The homeowner requested a variance to allow a different color scheme. After hearing the appeal from the member, a motion was made by Gabby Loberg to grant the appeal, seconded by Mike Eastlund.

Discussion: The Board discussed the issue. Vote was called – (1) in favor, Gabriella Loberg, (4) against (hand count).

Janice Rose was directed to send an appeal explanation letter to each individual via US Mail.

### **Adjournment:**

Mike Eastlund adjourned the public meeting to enter into executive session to elect Board officers. Barry Solomon seconded the motion. Meeting was adjourned at 9:10 pm.

In executive session, all agreed to retain the current Board officers and committee members.

**Submitted by: Janice Rose, Secretary/Treasurer**