

WEST MEADOWS ESTATES HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
WEDNESDAY / JUNE 15, 2016

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

Notice of meeting was posted on all entrance signs indicating location and time of the Board meeting. The posting met the three-day prior notice of meeting requirement (posted at 5:00 PM on 06/12/16).

Board Members Present: Mike Eastlund, Janice Rose and Gerry Weipert

Barry Solomon, ACC Chair, was excused as he was out-of-town.

The meeting was called to order by President, Mike Eastlund at 7:00 PM. Mike Eastlund confirmed quorum. Mike Eastlund introduced the Board to the community members present.

Janice Rose read a letter of resignation from Gabriela Loberg dated February 16, 2016.

Janice Rose made a motion to accept the resignation and send a letter of appreciation to Gabriela for her service and dedication to our community, Mike Eastlund seconded the motion.

Discussion: No discussion. The vote was called – (3) in favor (hand count)

Janice Rose made a motion to appoint Chris Mott to fill the vacant Board Position #5. Gerry Weipert seconded the motion.

Discussion: No discussion. The vote was called – (3) in favor (hand count). Board members present at the meeting include Chris Mott at 7:15 PM.

Read and Approve Minutes:

Minutes of the February 11, 2016 Board meeting were reviewed by Board members. Janice Rose made a motion to accept the minutes as written (draft Board minutes are distributed to each Board member prior to the meeting and posted on the web-site). Gerry Weipert seconded the motion.

Discussion: No discussion. The vote was called – (3) in favor (hand count), one abstention.

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

| | |
|---|-----------------|
| Columbia Bank / Checking | \$19,477.99 |
| ING Direct / Reserve Savings Account | 81,221.32 |
| Columbia Bank / Savings (Professional Fees) * | 7,247.46 |
| Columbia Bank / Savings (Late Fees) ** | <u>9,574.58</u> |
| Total | \$117,521.35 |
| Expenses-To-Date | \$ 12,299.79 |

Janice Rose made a motion to accept the treasurer's report as presented. Mike Eastlund seconded the motion.

Discussion: Mike Eastlund questioned a \$1,750.00 expense under landscape repair. Janice reported the expense was for partial payment of \$1,000.00 for landscape design and the other \$750.00 was for weed and brush removal along the Orchard Heights right-of-way. The vote was called – (4) in favor (hand count).

Janice Rose distributed a letter from Karna Gustafson, Board Attorney. It presented legal options for the Board to compel homeowners to comply with HOA rules and to recover long-standing delinquencies. Copies of the letter were distributed to all Board members for further review to develop strategic options.

Committee Reports:

ACC Committee: Stewart Rose reported in absence of the ACC Chair, Barry Solomon. He reported the eight (8) homes under construction at the last meeting were completed and there is only one (1) new home that has not sold. He reported four (4) homes are currently under construction with two (2) others starting the approval process. He reported that the new refundable compliance deposit is working very well and has virtually eliminated new construction related complaints. The maintenance of vacant lots in a timely manner has also improved significantly since the Board made changes to the policy regarding fines.

Standards Committee: Gerry Weipert reported that the enforcement is on track with fewer and fewer violations occurring with the contractor enforcing HOA rules. Only one repeat violator is currently in the fine process.

Welcoming Committee: Janice Rose reported that she and Michelle Houser had delivered thirteen (13) welcome bags since the last meeting in February and they have another ten (10) in the process of being prepared to deliver to new homeowners.

Old Business:

Stewart Rose gave a power-point presentation of the landscape plan designed by the architect. He reported they have completed the city permitting process and have a permit to proceed with the landscape plan along Orchard Heights. They are currently soliciting bids for the tear out and are ready to submit Request For Proposals (RFP). He requested the Board approve the plan and confirm permission to go out to bid. He also requested approval from the Board President to sign contracts as funds permit, consistent with Board priorities and policies.

Gerry Weipert made a motion to approve the landscape plan as presented, move forward with the RFP process and authorize the president to sign contracts as funds permit. Mike Eastlund seconded the motion.

Discussion: Mike Eastlund wanted to make sure all contracts included a completion date with penalties. The vote was called – (4) in favor (hand count).

Open Forum:

A builder brought up a concern regarding the ACC's interpretation of the definition of a second floor. He explained that he desires to build a home with floor space within the truss attic space and wants to count that space as a second floor. Some discussion occurred on the issue. Because the discussion was out of order, the meeting was temporarily adjourned while Mike Eastlund and two ACC members withdrew to discuss the issue. Mike Eastlund returned to the meeting while the ACC members discussed the issue separately. No other issues were brought up by those in attendance.

New Business:

Quentin Thomas made a presentation on the student parking problem that has occurred this year after high school officials changed their parking plan. He explained options available to the community to relieve the problem. One option, resident permit parking, requires significant effort on the part of the community with city planners. He further explained that option would require a survey of the affected community members. He has developed a survey process and requested that it be posted on the web-site for affected members of the community to provide input.

Mike Eastlund made a motion to approve placing the parking survey on the web-site and for the secretary to notify the affected community members via e-mail of its presence and the need for them to participate and let their opinion known. Janice Rose seconded the motion.

Discussion: Further discussion and explanation occurred. The vote was called – (3) in favor (hand count), one absent attending side-bar meeting.

Janice Rose presented an appeal letter from a member who was unable to attend the meeting because of an injury. She explained the appeal was from a homeowner who had been charged HOA dues for a lot adjacent to her primary residence. Board Policy was changed at the February, 2016 Board meeting to require homeowners who own improved lots adjacent to their primary developed lot to be assessed annual dues.

Mike Eastlund made a motion to reject the appeal. Gerry Weipert seconded the motion.

Discussion: In further discussion, it was explained that there were three homeowners who own lots adjacent to their improved lot.

1. One lot is unimproved and no dues were assessed.
2. One lot has been landscaped and irrigated. Dues were assessed.
3. One lot has a fenced yard with a grandfathered chain-link fence. Dues will be assessed.

The vote was called – (3) in favor (hand count), one absent attending side-bar meeting.

Adjournment:

Mike Eastlund adjourned the meeting at 8:15 PM. Janice Rose seconded the motion.

Submitted by: Janice Rose, Secretary/Treasurer