

WEST MEADOWS ESTATES HOMEOWNERS ASSOCIATION, INC.
ANNUAL MEETING MINUTES
Salem Electric Board Room / Tuesday / November 14, 2017

Prior to opening the meeting, members signed the roster and were provided handouts and numbered ballots. The process was overseen by Janice Rose and Michelle Houser.

Call to Order, Confirm Quorum:

Mike Eastlund introduced himself and called the meeting to order at 7:07 PM. He then introduced Board members present as follows:

- Barry Solomon Architectural Committee Chair
- Janice Rose Secretary/Treasurer
- Miles McCary CCR Standards Committee Chair
- Chris Mott Board Member

Janice Rose, Board Secretary, confirmed a Quorum (111 persons or proxies present), 22 members signed in and 89 were represented by proxy.

Janice Rose provided Proof of Notice of Meeting as required by the Bylaws. They included lists of e-mails and letters mailed to members without e-mails.

Procedural Issues:

Mike Eastlund welcomed all members to the annual meeting and thanked them for their attendance. Mike Eastlund made the notification that no motions from the floor are allowed at an annual meeting because of Bylaw notification requirements. He also stated that no voice or video recorders would be allowed and asked that cell phones be placed on silent mode.

Guest Speaker:

Mike Eastlund introduced the guest speaker for the evening, Roger Stevenson, Emergency Preparedness Manager.

Mr. Stevenson, a recent member of our community, explained how the city's Community Emergency Response Team (CERT) program helps prepare and train volunteers to assist their communities when a disastrous event overwhelms or delays the community's professional response.

He explained that a short distance off the coast of Oregon is the Cascadia subduction zone, one of only four locations worldwide where major subduction zone earthquakes has occurred. He further explained that a Cascadia subduction zone quake occurs once about every 300 years and it has been over 300 years since the last fault burst. Historically, Cascadia zone fault bursts result in 9+ magnitude quakes, which will have a devastating impact on our lives for a significant length of time.

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As residents of a new community built on bedrock, we probably will not see our homes slide off their foundations, but we should be prepared to help neighbors with rescue and recovery without city services or access to medical help for an extended period of time.

As a community, he strongly recommended that we should prepare to be without community services such as water, sewer, electricity, and heating fuels and gas for a month and possibly longer. We should also not expect to use our cars to escape the disaster via bridges, roads and freeways.

In neighborhoods that are prepared, they have identified community resources and how they can work together for their own good. We are fortunate that we already have people in our community who have participated in CERT training and are willing to work with us to take steps to prepare our community for a disaster.

Mike assured the members present that the Board will explore options to be better prepared. After about forty-five minutes, regular business was resumed.

Read and Approve Minutes:

The minutes for the October 27, 2016 Annual Meeting were distributed as members entered the meeting for their review.

- A motion from Janice Rose was made to accept the minutes as posted. Barry Solomon seconded the motion.
- The motion was opened for discussion; there were no questions from the floor regarding the information provided.
- The vote to approve the minutes was called and passed by a voice vote.

Reports from Officers' & Committees:

President's Report

Mike Eastlund reported that 2017 was another good year for the community. That 24 homes changed ownership and home prices are for the most part over \$400,000. Dues paying lots have increased to 274, which will help at keeping dues low.

For another year, the changes made to the By-Laws in 2015 that require construction compliance deposits of \$2,000.00 have reduced new construction complaints significantly and we did not need to assess one fine against a builder.

Most of the new plants along Orchard Heights and Glen Creek returned this spring, unscathed by the winter weather and 43 new plants and trees are planted or being planted this fall.

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West Meadows had another successful August Night Out, even though the heat was well in excess of 100 degrees. He expressed his appreciation for those who did the work and for all who attended. Per Salem Police, he shared that our event had the largest attendance in the city. He hoped to make it even better next year by using talent of some of our neighbors.

Treasurer's Report:

Janice Rose reviewed the treasurer's report handout and answered questions from the attendees. Please see attached.*

Architectural Control Committee Report:

Barry Solomon, Architectural Committee Chair, reported that the ACC has been busy working with builders trying to provide approvals in less than 24 hours and expeditiously help them find solutions when there are problems with compliance to HOA rules.

A dozen new homes were completed this year, with only two new homes currently under construction. We have two builders that are finalizing their last homes. Once these builders complete their homes, there will only be two builders with the 35 available remaining lots.

All members that were asked to repaint their home did so without issue and most members secured approval before starting new projects. Thank you to everyone for working so well with us.

Standards Committee:

Miles McCary, CCR Standards Committee Chair, shared how much he appreciates how well our members maintain their properties and was a major reason he chose this community to build his new home three years ago.

He really believes compliance to our CC&R's has a significant impact on the livability of our community and appreciates the Board's desire to use voluntary compliance through notification and education to gain compliance.

He said that for several years we have been using a compliance contractor to make at least two inspections a month. To date, he has identified 190 violations and has been successful at achieving voluntary compliance for most violations.

He did explain that although we want to focus on voluntary compliance, which works for 90% of members, we are in the process of changing our enforcement process to reduce the work and expense for compliance and speed up the compliance process and eliminate the repeat violators that just increase the costs to everyone.

In our new process, we advise members in the first letter that if a violation re-occurs within 180 days, the new violation will result in an immediate fine. Now, when a fine is

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suspended, and a violation repeats in a 180 days, the suspended fine is re-applied and a new fine assessed. Even with changes, no new fines are currently assessed and all fines to date have been suspended.

Welcoming Committee:

Janice Rose reported the welcoming committee has provided thirty-two welcome packages to new community members since our last annual meeting. She also thanked Michelle Houser for assisting with delivery of packages and Mike Eastlund for printing the CC&R's & Policies for the member notebooks.

Election of Board Members:

With delivery of the notification of meeting, members of the community were invited to submit names for the ballot. No names were submitted. The ballot contained the names of three incumbents who offered to serve another two-year term. The ballot contained blank spaces for write-in candidates. Nominations from the floor were opened with no nominations offered.

Members were asked to vote one vote for three members on the ballot or write in the names of unannounced candidates.

The twenty ballots were recovered and counted.

Election Results for Board Members:

- Janice Rose re-elected to Position #1
- Mike Eastlund re-elected to Position #3
- Chris Mott re-elected to Position #5

Old Business: None

New Business:

As required by Board policy, the community was asked to review, comment and provide approval of the Fee and Fine Schedule attached to Board Policy No. 102. Janice Rose explained changes from the previous year that were done to be more specific and provide more time for correction on certain items.

- A motion was made with a second from the floor
- No additional discussion
- The vote was called and the motion passed unanimously

As required by (IRS Revenue Ruling 70-604), each year the association must vote to approve a motion to allow excess income from a previous year be applied to the following year's assessment.

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- A motion and a second from the floor were received to apply excess income to the following year's assessment
- Discussion was held
- The vote was called and the motion passed unanimously

Members Open Forum:

A member questioned if the Board could place signs and dog sanitation bags for use by pet owners whose dogs do their business on the lot at the corner of Firefox Street NW and Titan Drive NW. Mike Eastlund said he would speak with the owner of the lot.

A member explained he recently moved from a desert community and did not like the changes made to the landscape. He said he told the landscape committee his preferences, but the changes he desired were not made.

Two members of the committee were present and explained the changes he wanted were not consistent with community input, the Board approved plan and city requirements. His desired changes would have increased costs and delayed the project a year.

The meeting adjourned at 8:45 PM.

Submitted by: Janice Rose, Secretary/Treasurer