

**WEST MEADOWS ESTATES HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
THURSDAY / FEBRUARY 16, 2017**

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 on 02/12/2017).

Board Members Present: Mike Eastlund, Janice Rose, Barry Solomon, Chris Mott

Miles McCary was excused, as he was out-of-town.

The meeting was called to order by President, Mike Eastlund at 7:02 PM. Mike Eastlund confirmed quorum. Mike Eastlund introduced the Board to the community members present.

Janice Rose made a motion to move new business to the top of the agenda to accommodate an appeal from a homeowner. Mike Eastlund seconded the motion.

Discussion: No discussion. The vote was called – (4) in favor (voice vote).

Barry Solomon explained that on October 11, 2016, a letter was sent to a homeowner advising the homeowner that the un-approved addition of her new home must be brought into compliance with the CC&R's or removed. The homeowner explained that she, as a new owner, was not aware she was moving into an HOA community until she signed the closing documents. She also was not aware that architectural approval was necessary for construction.

HOA records show that a copy of the CC&R's and Board Rules were hand delivered to an occupant of the homeowner's home on September 28, 2016, at which time the remodel project was not observed.

After discussion of the issues between the Board and homeowner, a motion was made by Barry Solomon that a letter be sent to the homeowner asking that she submit a plan for correction to the Architectural Control Committee (ACC) due within thirty days of receipt of the letter and that the ACC work with the contractor to resolve the issue mutually acceptable to all parties. Mike Eastlund seconded the motion.

Discussion: No discussion on the motion. The vote was called – (4) in favor (voice vote).

Read and Approve Minutes:

Minutes of the June 15, 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). Chris Mott seconded the motion.

Discussion: No discussion. The vote was called – (4) in favor (hand count).

Treasurer’s Report: Janice Rose reported 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 presented the proposed draft of the 2017 budget. She explained that this year’s budget reflects a \$10,000 increase from previous years. The increase is to repay a loan for new landscape along Orchard Heights and two line items requested by the ACC for repairs to the rock wall and a failing drain. She explained that State Law requires that any money borrowed from the reserve fund for new construction must be repaid in a timely manner. She recommended that dues for 2017 be raised \$25.00 to \$175.00 to cover the loan and rebuild the reserve account. Janice Rose made a motion to approve the 2017 Budget. Mike Eastlund seconded the motion.

Discussion: Barry Solomon asked if the increase was within the allowable limits of the CC&R’s. Janice explained that the maximum budget increase in any one year could not exceed 25% of the previous year’s dues. The proposed increase is a 16.6% increase. She also explained that once the loan was repaid and the reserve fund replenished, the dues could be reduced. The vote was called – (4) in favor (hand count).

Janice Rose provided an update of legal actions being taken to collect past due accounts and owners who fail to comply with HOA rules. She explained that some of the foreclosures are still taking several years and any outstanding dues owed during those years are not recoverable without a personal judgement against the person when the foreclosure sale amount is less than the amount owed on the mortgage. She also explained that even after a bankruptcy, the court offers certain protections for the bankrupt individual, which requires the HOA to work with the court to achieve compliance for new violations. She said that unless there is a motion to change direction she would continue with the legal actions.

Committee Reports:

ACC Committee: Barry Solomon reported that twelve (12) homes have been approved for new construction and nine are under construction. He also reported there are at least four more homes that will probably be submitted for review in the next few months.

The ACC prepared a report for the Board on an appeal made regarding failure to acquire ACC approval prior to changing the exterior appearance of a house.

He reported that the ACC sent out a request for proposal (RFP) for a company to perform landscape maintenance. The HOA received five proposals, all meeting HOA requirements, ranging from \$400.00 to \$1,250.00 per month. He reported that the ACC voted unanimously, with Stewart Rose abstaining, to accept the low bid and sign a one-year contract with a two-year extension option with Gardens of Distinction LLC, our existing landscape contractor.

Barry reported that the recent freezing weather has had a significant negative impact on the wall causing large sections of rock to fall from the wall on a weekly basis. He reported the repairs would cost an estimated \$2,000.00 and that Board member, Miles McCary, would supervise the repair with the help of community volunteers.

He also reported a need to repair a failing old drain along Doaks Ferry Road at an estimated cost of \$1,000.00. The drain is essential to prevent water from a natural spring from draining onto the sidewalk causing a slip and fall risk in freezing weather.

Standards Committee: Stewart Rose reported for the absent compliance chair, Miles McCary, that the enforcement contractor identified 179 violations in 2016. In most instances, letters had been sent to individuals asking for correction. He reported there is only one repeat violator that has been referred for legal action. All owners, except two with issues requiring a fine, have been resolved with the fines suspended.

Welcoming Committee: Janice Rose reported that there are six new neighbors scheduled to receive welcome committee bags and that as soon as materials arrive from the printer, those packages will be delivered. A new member of the community attending a Board meeting for the first time expressed an interest in helping with the Welcome Committee efforts.

Old Business:

Chris Mott gave a report on the parking problem at the north end of the community. His recent discussions with city officials indicate to him that the city is reluctant to provide permit parking. He reported the school has property that could be used for parking, but have no plan to provide more parking at this time. He, like others on the Board, has driven through the school lot observing 50 or more vacant spaces not being used. Apparently the school has not adequately increased parking permits for the available

spaces as indicated by the principal at the annual meeting. He also stated that in the next few years the school expects student growth of an additional several hundred students. In addition, as spring birthdays approach, we should expect to see more new student drivers in the neighborhood. This problem should only get worse. The Board needs to keep pushing politicians and School Board members to respond to the concerns of the community.

Open Forum:

A community member questioned the budget amount for the Welcome Committee. Janice Rose explained the money is used for the annual picnic and materials the Welcome Committee provides to new members.

New Business:

The only new business was an appeal addressed at the beginning of the meeting along with two repair items identified and discussed during the approval process for the 2017 budget.

Adjournment:

Mike Eastlund adjourned the meeting at 8:10 PM. Chris Mott seconded the motion. Meeting adjourned.

Submitted by: Janice Rose, Secretary/Treasurer