

**WEST MEADOWS ESTATES HOMEOWNERS ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**TUESDAY / MAY 14, 2019**

**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 approximately 8:00 PM, May 11, 2019).

**Board Members Present:** Mike Eastlund, Janice Rose, Barry Solomon, Miles McCary and Chris Mott were present for the meeting.

The meeting was called to order by President, Mike Eastlund, at 7:04 PM. Mike Eastlund confirmed quorum and introduced the Board to the community members present.

**Read and Approve Minutes:**

Minutes of the November 14, 2018 Board meeting were reviewed by Board members (draft Board minutes were distributed to each Board member prior to the meeting and posted on the web-site). Janice Rose made a motion to accept the minutes as written. Miles McCary seconded the motion.

**Discussion:** No discussion. The vote was called – (5) in favor (voice vote).

**Treasurer's Report:** Janice Rose reported as follows:

Columbia Bank / Checking	\$22,954.71
ING Direct / Reserve Savings Account	61,080.78
Columbia Bank / Savings (Fines & Fees)	16,731.15
Columbia Bank / Savings (Professional Fees)	<u>19,405.82</u>
Total	\$120,172.46

**Expenses / To-Date:**

Bank Service Charges	7.25
Compliance Fees (Refunded to Builders)	4,000.00
Dues & Subscriptions	99.99
Insurance: Commercial General Liability	700.53
Insurance: Professional Liability	3,358.98
Landscape Maintenance	2,000.00
Landscape Maintenance: Bark	2,800.00
Postage & Delivery	165.55
Printing & Reproduction	323.80
Professional Fees: Accounting	300.00
Professional Fees: Compliance	1,823.89
Professional Fees: Legal Fees	(342.11)
Professional Fees: Recording Fees	96.00

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Repairs: Lights & Sprinkler Repairs	222.00
Reserve Fund	19,180.00
Sign Expense	75.00
Utilities: Gas & Electric	183.98
Utilities: PO Box Rental/Keys	96.00
Utilities: Water	204.38
Website Domain (3-Yr Fee / 2018 – 2020)	.00
Welcome Committee	35.70
Interest Income	<u>(42.79)</u>

Total Expenses / Checking / To Date \$ 35,288.15

**Committee Reports:**

**ACC Committee:** Chris Mott reported that all houses under construction have been completed.

Since the last meeting the ACC worked with members with issues as follows:

- 3 new paint approvals
- 8 auxiliary buildings
- 6 fences and hedges
- 2 patio covers
- 2 ADA access ramps

Stewart Rose, ACC member, asked the Board to provide updated guidance on materials that may be incorporated into and visible as a part of any building. His question was in reference to fiberglass and fiberglass panels. Previous Boards discouraged approval of fiberglass greenhouses and fiberglass panels over arbors, deck covers and for greenhouse windows. He wanted to know if the Board wanted to expand Architectural Policy 401, 8.4 Auxiliary Buildings, with additional pictures of greenhouses and materials that would not be acceptable. After discussion, members of the Board felt the existing examples were adequate.

**Compliance Committee:** The HOA is maintaining the yard for one property where the member is in bankruptcy; charges will be paid by the HOA to maintain the appearance of the community. With bankruptcy, it is unlikely repayment will be received.

The Board hired a new contractor for compliance services in February. He started his work in March. We introduced a new reporting system, which allows the Board to better track compliance. The Board also required the contractor to use the "OOPS" notices for minor items such as trash cans. This year, 63 violations were noted with thirty-two being handled by the "OOPS" notice. When multiple "OOPS" notices are used at the same address, the next step is a fine for the ongoing violation. So far there has only been a couple of members who needed more than one "OOPS" reminder notice.

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There are only two outstanding violations at this time; one for weeds and the other is for construction of a non-neighbor friendly fence without ACC approval.

**Welcoming Committee:** Janice Rose reported that twelve welcome packages had been delivered since the last Board meeting.

**Old Business:**

No old business.

**Open Forum:**

No comments.

**New Business:**

Vacancy on the Architectural Control Committee (ACC): The ACC is composed of four members, two Board members and two members of the community. A vacancy recently occurred on the ACC when Wes Ediger, a longtime member, moved away from our community. Wes served on the ACC during a very difficult time in our community and his knowledge, wisdom and standing in the Salem area was invaluable. His service is very much appreciated.

A relatively new member of our community recently expressed an interest to work with the Board and has agreed to be a member of the ACC. Mike Eastlund made a motion that Vitaliy Radu be approved as a member of the ACC. Janice Rose seconded the motion.

Discussion: No discussion. The vote was called – (5) in favor (voice vote).

**BACKGROUND:**

The Board reviewed a written appeal from a member (builder) who wanted an exemption to the one-year requirement to finish a fence at a construction project. The builder opined that with an incomplete fence, trespassers at the rear of his property would be easier to observe. Since the member was not present for the Board to ask questions, the Board discussed the issue and all concurred that fences are often used as a security measure to prevent trespass. Janice Rose stated that she recently received an inquiry from a title company and it appears the property may be sold. Mike Eastlund noted that the fence on the affected property was recently completed.

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Janice Rose made a motion the member's appeal be denied and construction completion requirements be maintained.

Barry Solomon seconded the motion.

**Discussion:** In additional discussion, all members agreed that this vote should apply to similar appeals. The vote was called – (5) in favor (voice vote).

Janice Rose presented suggested changes to nuisance noise policy #203. She stated two recent events identified the need for clarification and change. The changes she suggested were as follows:

- The word "owner" was changed to "member"
- The times non-construction nuisance noise was identified as between the hours of (9:00 PM and 8:00 AM)
- Listed requirements before Board action could be taken
- Outlined requirements for certified noise assessment

Barry Solomon made a motion to accept and publish the changes.

Miles McCary seconded the motion.

**Discussion:** No discussion. The vote was called – (5) in favor (voice vote).

**Adjournment:**

Mike Eastlund made a motion to adjourn the meeting at 8:37 PM. Janice Rose seconded the motion.

**Discussion:** No discussion. The vote was called – (5) in favor.

Meeting adjourned.

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