

WEST MEADOWS ESTATES HOMEOWNERS ASSOCIATION, INC.
ANNUAL MEETING MINUTES

Salem Electric Board Room / Tuesday / October 9, 2018

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

Guest Speaker:

Stewart Rose introduced the guest speaker for the evening, Officer Mark Jantz, Salem Police.

Officer Jantz shared with the members the progress being made on the new police station. Effective this month, those in charge of the project hope construction will be complete in about 23 months. He explained that with the completion of the archeological investigation and removal of asphalt and other debris from the original building site the installation of underground utilities and infrastructure will follow.

In response to questions from those in attendance, he explained how police work with many other community agencies to respond to the needs and challenges of homelessness in Salem. He answered questions on department policy for handling shoplifting complaints and other petty crimes as changes in the law affect how police handle crimes. He assured the group that contrary to rumor, the police still enforce the laws on petty crime.

He discussed the pro and con of Nextdoor Digest and how posting sometimes make it very difficult to catch offenders since crooks also read posts and know when the community is wise to them. Along that line, the arson fires in West Meadows was a subject which created a lot of discussion. All in attendance were very pleased with the information provided by Officer Jantz.

Call to Order, Confirm Quorum:

Mike Eastlund introduced himself and called the meeting to order at 7:40 PM. He then introduced Board members present as follows:

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

Barry Solomon, Architectural Committee Chair, was unable to attend because of an out-of-state family emergency. Our thoughts and prayers are with him and his family.

Janice Rose, Board Secretary, confirmed a Quorum (114 persons or proxies present), 14 members signed in and 100 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.

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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.

Read and Approve Minutes:

The minutes for the November 14, 2017 Annual Meeting were distributed as members entered the meeting for their review.

- A motion from Miles McCary was made to accept the minutes as posted. Mike Eastlund 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 2018 is another good year for the community. He shared that 27 existing homes were sold and the average sales price is about \$175 a square foot. We only have one home in foreclosure at this time and one that had been a community eyesore for a long time is almost cleaned up and should be on the market soon. There are 276 dues paying lots with 31 lots in the hands of builders who do not pay dues until a home is started. As dues paying lots increase, our ability to hold the line on dues improves.

Most of the plants along Orchard Heights and Glen Creek returned this spring, unscathed by the winter weather. 43 new plants and trees were planted and additional sprinklers were added to trees on Orchard Heights, which lowered our annual water expenses.

We held our best attended August National Night Out; we had two bounce houses and a fantastic presentation from Salem Police. Thank you for those who did the work and for all who attended. We hope to make it even better next year. If you have any ideas, please let us know.

We approved our first Little Free Library. Please let us know your thoughts on the idea.

Treasurer's Report:

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

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Standards Committee:

Miles McCary, CCR Standards Committee Chair, reported after several modifications and community assistance, our compliance process seems to be working as desired to achieve quicker compliance with significantly fewer repeat violations, fines and legal referrals.

By using a compliance contractor, we don't have neighbors checking on neighbors, which can be uncomfortable for all involved. Our contractor issues an immediate (woooooops) notice for issues such as trash containers not removed from the street, or for more serious or repeat violations, a warning letter is used asking for correction. If voluntary correction is not achieved within the specified time, a fine letter is then sent. Unlike the past, the fine letter includes an offer of fine suspension if the violation is corrected within a new time line.

The great news, other than a couple bank-owned properties, we only retained one member fine and one referral for legal enforcement.

Since our last annual meeting, about 225 violations have been identified and corrected.

Architectural Control Committee Report:

Stewart Rose reported for Architectural Committee Chair Barry Solomon who was unable to attend. He reported that construction of new homes has slowed significantly and there are only two homes under construction at this time.

The ACC sent out 14 repaint letters to members for homes needing to be repainted. Thirteen members notified have either painted their home or submitted a plan for a repaint. One member is non-compliant at this time and has been referred to our lawyer for enforcement. In addition, about 10% of our members repainted their homes without a request from the HOA.

Stewart reported that before the ACC asks a member to repaint a home, a list of homes possibly needing paint is generated by the ACC. The list is inspected by each Board member. Only if all five Board members independently agree a home needs a repaint does a letter go to a member requesting a repaint. The letters allow ninety days for the member to repaint, offer a paint plan within the next year, or appeal the request.

Two members appealed the request to repaint. After further explanation, both members agreed to repaint as requested.

With all the repaints occurring, the ACC realized that the color shown on a picture or paint chip does not always reflect how the color will look on a home. Because of that, the ACC has changed the process for paint approval. We are no longer making approvals from a paint chip or picture. We are asking members to paint a sample of the desired colors on the house in both a sun and shade area. The process seems agreeable to all who have been asked to paint a sample on the house.

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Stewart explained that Board Policy #401 - Appendix 8.5: Auxiliary Structures, Patio Covers & Buildings, has been expanded to provide additional examples of approved structures. He also reported that most members are asking for approval before painting or starting new projects. Unfortunately, one non-compliant and unapproved remodel has been required to be removed.

Welcome Committee:

Janice Rose reported that the welcome committee has provided twenty-nine 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 advised that election of Board members would occur at the meeting. No names were submitted to run against the incumbents. The ballot contained the names of two 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 two members on the ballot or write in the names of unannounced candidates.

The fourteen ballots were recovered and counted.

Election Results for Board Members:

- Barry Solomon re-elected to Position #2
- Miles McCary re-elected to Position #4

Old Business: None

New Business:

Scott and Judy Hull were the lucky winners of this year's first ever refund of the annual dues. Every year the HOA sends out several hundred letters to remind members to pay their dues. Each letter costs about a dollar to send out, which does not include the time of the volunteers who do the work. To qualify for the drawing, a member only needed to pay dues by April first, submit a proxy, provide an email address and identify a designated proxy holder that would be present at the meeting. This year 86 members qualified to be in the drawing. Money for the refund came from the fee and fine fund, which is not part of our annual budget.

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 landscape expenditures beyond the budgeted amounts identified in the annual budget. It was explained that about \$700.00 in damage occurred to the landscape along Doaks Ferry from transit installing a sign, the cable company parking on a sprinkler pipe and a hit and run accident that destroyed several trees and plants. Janice explained that recovery was made from transit and Comcast. It was also explained that trees along Orchard Heights were being very stressed from inadequate water. The choices were to increase watering, which could triple the water bill, or install targeted sprinklers and additional bark. By controlling the water expenses we were able to make a significant savings, which will be long term.

A member questioned how the amount of dues was determined. It was explained that the total of the estimated expenses and reserve fund contribution is divided by the number of dues paying lots. That for nine years the cost was kept at \$150.00 a year and the recent increase to \$175.00 a year will be in effect until a loan for landscape construction along Orchard Heights is repaid to the reserve fund. It was further explained that the amount of reserve fund deposit followed state law and based on an inflation adjusted estimate to replace common area infrastructure.

A discussion occurred regarding dog sanitation at the corner of Firefox Street NW and Titan Drive NW. Mike Eastlund said signs would be going up, but no trash containers.

A member asked if any progress had been made on establishing a Cert program for our community. Although the Board feels that Cert is an important program, no one has expressed an interest in taking on the project. Janice said she would work on seeing if we could find someone to establish a Cert committee.

Miles McCary made a motion to adjourn the meeting. Janice Rose seconded the motion, no discussion; vote was passed unanimously to adjourn the meeting.

The meeting adjourned at 8:43 PM.

Submitted by: Janice Rose, Secretary/Treasurer