

**WEST MEADOWS ESTATES HOMEOWNERS' ASSOCIATION, INC.**  
**DRAFT MINUTES / BOARD OF DIRECTORS MEETING**  
**Friday / February 9, 2024**

**Location:** 2856 Islander Ave NW, Home of Janice Rose

**Board Members Present:** Mike Eastlund, Janice Rose, Barry Solomon, Evie Lucas, and Vitalie Radu.

Mike Eastlund, Board President, called the meeting to order at 7:00 p.m. Mike Eastlund confirmed the quorum.

Mike Eastlund stated that the required notification signs were placed on February 5, 2024.

**Read and Approve Minutes:**

The Board reviewed the meeting minutes of September 21, 2023. Draft minutes are posted on the website, and each member receives a copy before the meeting.

Barry Solomon made a motion to accept the minutes as written.

Vitalie Radu seconded the motion.

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

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

22,099.13	
ING Direct / Reserve Savings Account	146,164.96
Umpqua Bank / Savings (Late Fees) **	11,191.03
Umpqua Bank / Savings (Professional Fees) *	<u>24,968.87</u>
Total	\$204,423.99

**Expenses-To-Date / 2024**

Bank Service Charges	5.95
Compliance Fee (Builder Refund)	2,000.00
Insurance: Commercial General Liability	982.87
Insurance: Errors & Omissions	3,375.00
Landscape Maintenance	1,000.00
Postage and Delivery	13.20
Professional Fees: Enforcement	355.00
Professional Fees: Legal Fees	212.00
Utilities: Gas and Electric	112.77
Utilities: PO Box Rental/Keys	194.00
Utilities: Water	78.35
Website Domain (5-Yr Fee / 2021 – 2025) / \$224.50	<u>.00</u>

Total Expenses / Checking / To-Date \$8,329.14

Interest Income (259.52)

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**Committee Reports:**

**Architectural Control Committee:** Stewart Rose reported that there has been nothing new since the annual meeting.

**Compliance Committee:** Vitalie Radu reported that our inspector is doing an excellent job, and the community looks great.

**Welcome Committee:** Janice Rose reported eight welcome packages delivered, with only two welcome packages remaining to be delivered to new homeowners.

**Old Business:**

Janice Rose reported that all but one of the members approved for legal enforcement made corrections once we provided a last warning before legal referral. The lawyer is working on the one failure to comply with the violation notification.

**Open Forum:**

Members in attendance discussed concerns regarding the planned new apartment complex adjacent to Settlers Springs Drive NW.

**New Business:**

**Item #1:** Review and approve the 2024 Budget. Janice Rose, Board Treasurer, explained the items on the draft budget.

Barry Solomon made a motion to approve the budget as presented.

Evie Lucas seconded the motion.

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

**Item #2:** Janice Rose, Board Secretary, asked the Board to review and approve necessary changes to certain policies as follows:

- The Board's attorney recommended changes to Board Policy #408, Commercial Use, to comply with changing state laws.
- Review proposed changes to Board Policy 201, Standards Policy, because of changes to the "OOPS" process approved at the September 21, 2023 Board meeting.
- Annual review of the Fee and Fine Policy #102, Appendix "A."
- Change of a picture of a forklift with a picture of a commercial truck in Board Policy 401, Appendix "A."

Barry Solomon made a motion to accept the changes to Board Policies.

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Janice Rose seconded the motion.

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

**Item #3:** Committee Assignments: Mike Eastlund recommended chair assignments as follows:

- Mike Eastlund remains as Board President.
- Janice Rose remains as Board Secretary-Treasurer.
- Vitalie Radu, Chairperson of the Architectural Control Committee.
- Evie Lucas, Chairperson of the Standards Committee

Barry Solomon made a motion to accept committee assignments.

Vitalie Radu seconded the motion.

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

**Adjournment:**

Barry Solomon made a motion to adjourn the meeting.

Janice Rose seconded the motion.

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

The meeting was adjourned at 7:55 p.m.

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