

WEST MEADOWS ESTATES HOMEOWNERS' ASSOCIATION, INC.
DRAFT MINUTES / BOARD OF DIRECTORS MEETING
Monday, September 30, 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. and confirmed the quorum.

Mike Eastlund stated that the required notification signs were placed on September 25, 2024.

Read and Approve Minutes:

The Board reviewed the meeting minutes of February 9, 2024. Draft minutes are posted on the website, and each member receives a copy before the meeting.

Vitalie Radu made a motion to accept the minutes as written.

Mike Eastlund seconded the motion.

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

President's Message

As we transition into fall and witness the changing colors, let's take a moment to bask in the success of our community's summer events. The Happy Birthday America parade on July 4th and the Night Out BBQ in August were testaments to our collective effort and community spirit. Thank you, Janice and Stewart, for making your home available for the picnic.

One of the early tasks necessary after the 2008 turnover from the developer was the development of policies that explained how the Board would enforce the CC&Rs and adjust for inadequate direction within the CC&Rs. For example, the CC&Rs specify screening for trash containers without providing directions on how and when. Board policy now provides that direction.

Occasionally, policies must be updated due to changes in technology, government regulations, the needs of our members, or our business processes.

We need to use our legal resources to ensure the accuracy of some of the changes. For example, a member was asked to remove weeds from flower beds; the member responded that dandelions and other weeds were his choice for the landscape. Our lawyer helped develop a policy that supported the Board's efforts to maintain the community's appearance.

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Some recent challenges have prompted us to update our policies, ensuring they align with our current business process and are free from minor errors. This significant project wouldn't have been possible without the dedicated efforts of the Board and committee members.

Mike also reported that nine homes have been sold since the last meeting, with only two active listings. The average sale price in West Meadows has been \$650,411.00

Treasurer's Report: Janice Rose reported as follows:

Umpqua Bank / Checking	37,057.48
ING Direct / Reserve Savings Account	169,44.82
Umpqua Bank / Savings (Late Fees) **	12,091.62
Umpqua Bank / Savings (Professional Fees) *	<u>24,970.12</u>
Total	\$243,564.04

Expenses-To-Date / 2024

Bank Service Charges	47.60
Compliance Fee (Builder Refund)	2,000.00
Dues & Subscriptions	114.00
Insurance: Commercial General Liability	982.87
Insurance: Errors & Omissions	3,375.00
Landscape Maintenance	4,500.00
Landscape Maintenance (bark)	720.00
Licenses and Permits	50.00
Miscellaneous	106.67
Postage and Delivery	287.17
Printing and Reproduction	642.10
Professional Fees: Accounting	300.00
Professional Fees: Enforcement	3630.00
Professional Fees: Legal Fees	1,493.91
Repairs: Lights & Sprinkler Repair	481.00
Repairs: Wall Construction and Repair	371.00
Reserve Fund / Money Transferred April 2024	20,000.00
Sign Expenses	144.00
Taxes: Federal	691.00
Taxes: State	163.00
Utilities: Gas and Electric	487.69
Utilities: PO Box Rental/Keys	194.00
Utilities: Water	3700.19
Website Domain (5-Yr Fee / 2021 – 2025) / \$224.50	.00
Welcome Committee & Events	<u>2,291.09</u>
Total Expenses / Checking / To-Date	\$46,772.29
Interest Income	(3,541.22)

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*Unspent Professional Fees carried over from legal expenses

**Non-budget items set aside for legal expenses

Committee Reports:

Architectural Control Committee: Vitalie Radu reported that most of the ACC's work involved new roofs, paint, and a few auxiliary buildings. With the price of oil significantly higher, new roofs now cost about double what they did four years ago. Most roofs installed by licensed bonded roofers are now in the \$25,000 range. When members seek bids for a new roof, it is important to remember that our governing documents require a minimum of 30-year architectural-type roofing material and not the less expensive three-tab asbestos.

Fortunately, our members are cooperative and abiding, making our work pleasant and rewarding. However, one member questioned the ACC process regarding landscape approval requirements. Working with our attorney, we made minor modifications to the Architectural Committee and Landscape Policies, which resolved the concern.

Compliance Committee: Evie Lucas reported that our inspector continues to do an excellent job, and the community looks great. In 2024, our compliance team identified and notified members of 218 violations of Board policy and CC&Rs. We currently have ten active violations, five of which are trash can violations. Two members have been assessed fines and are in violation, both for failure to adequately irrigate the grass.

Over the year, about 15% of the violations have been related to screening trash cans, with most other violations being for landscape irrigation. This is probably the result of the city's significantly increased water bills. Several members have complained that water bills are now several times higher. Some have said that paying a fine is cheaper than irrigating the landscape. Also, some members are starting to remove their landscape.

Welcome Committee: Janice Rose reported that eighteen welcome packages have been delivered since the last meeting, with only one package remaining to be delivered to a new homeowner.

Old Business:

None

Open Forum:

Attendees discussed concerns regarding the planned new apartment complex adjacent to Settlers Springs Drive NW. Mike Eastlund explained that suppliers are unable to supply the electrical power equipment necessary.

New Business:

Item #1: Janice requested authority to turn over one delinquent file to the attorney for collection.

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Mike Eastlund motioned to approve the turnover of one delinquent file to the attorney for collection services.

Vitalie Radu seconded the motion.

Discussion: Janice explained that the member had ignored multiple mailings and attempts to make contact for compliance. The vote was called – (5) in favor (voice vote).

Item #2: Mike Eastlund explained that the draft changes to all Board Policies have been completed and are ready for approval and distribution.

Vitalie Radu motioned to approve the draft changes to Board Policies and direct the Board Secretary to publish the new documents on the web and to members.

Janice Rose seconded the motion.

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

Item #3: Vitalie Radue explained that a community member had agreed to be the second non-board member for the ACC. He motioned that John Freitas be approved to be a non-board member of the ACC.

Mike Eastlund 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.

Mike Eastlund seconded the motion.

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

The meeting was adjourned at 7:45 p.m.

Submitted by: Janice Rose, Secretary/Treasurer