

Westview Estates Homeowners Association
Quarterly Board Meeting Minutes
April 4, 2023

APPROVED

Call to Order

President Gary Willcoxen called the meeting to order at 7:02 p.m.

In Attendance

Board Members: Gary Willcoxen, Cheryl Willcoxen, Virginia Knabe, Darlene Livermore, Toni Horton

HOA Members: Marlyn Dinsmore, Richard Pointer, Maureen Pointer

Minutes of Previous Meetings:

April 4, 2023 Quarterly Board Meeting - **M/S/C unanimously approved with corrections**

Treasurer's Report:

- Checking account balance is \$38,921.15
- Reserve account balance is \$22,856.77
- Treasurer will check the Vendor List on VINE to see the status of the bill payments and financial report

Committee Reports:

1. CSM Transition Update

- Rocky start and still is as of last week
- Annual dues status:
 1. 21 homes have not paid, authorized CSM to start charging late fees effective April 1, 2023
 2. Lot 47 needs to be added to the list from CSM and is in collections
 3. 4 homeowners have overpaid and will receive a refund from CSM
- Other items to discuss with CSM
 1. Have not received credit/debit cards from CSM
 2. What is CSM's procedure for CC&R violations
 3. Who will be tracking fines
 4. What are their collection procedures

5. Need to coordinate escrow requests for properties that require improvements before closing

2. Dog Control Committee, presented by Richard Pointer

- Committee did a thorough and excellent job
- All votes from the Ad Hoc Committee on the recommendations were unanimous
- The recommendations meets the objective of the HOA
- HOA Board reviewed Ad Hoc Committee's recommendations
 1. Maureen Pointer will make the following revisions
 1. Add requirement for pet owner to remove and dispose of dog waste
 2. Incorporate language from the CC&R's regarding pets
 2. HOA Board will move forward with Draft Resolution, with revisions, for approval at next quarterly meeting

3. Landscape/Architectural Report

- **Lot 101:** application for new roof submitted and approved
- **CC&R Issues**
 1. 18 issues, 10 formal notices, 5 informal and 1 hearing
 2. 1 home is listed for sale, 2 are pending

HOA Reserve Study, presented by Maureen Pointer

- Format for new 5-year study was based on previous studies
- Cost information was researched and updated
- Recommendation was made that the Landscape charges show as a separate line item under the Replacement Summary
- Maureen will make corrections to the report and email to HOA Board members
- **M/S/C unanimously approved with corrections**

Neighborhood Watch, reported by Marlyn Dinsmore

- Homeowner reports
 1. Pickup truck was broken into in January, homeowner is now parking car in their garage
 2. Front door lock was jimmed, homeowner had to replace the lock
- Remind HOA Members to park their cars in their garages

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Christmas Light Report, reported by Marlyn Dinsmore

- Christmas Light Guys will give a bid for placing lights on the rhododendrons bushes
- Will present for HOA Board review at next quarterly meeting

Good of the Order

1. Broken Mailboxes

- Darlene will draft a letter to be sent to Oregon State Senators appealing on behalf of the HOA to have old mailboxes replaced with new ones.

2. Landscape and Architectural Review Position

- Need to take action on finding a member to replace Darlene Livermore
- Vice President will submit an email to all HOA member requesting a volunteer
- Darlene will write up a list of duties for the position
- Collections review and responsibilities for Harker-Lapore will now be done by the Treasurer
- Interaction with the attorneys will now be done by the President and Vice President

Adjournment

There being no further business, the meeting was adjourned by President Gary Willcoxon at 8:26 P.M.