

Westview Estates Homeowners Association Annual Meeting Minutes
October 15, 2023 2PM - 4PM
SalemTowne Hall
2900 Oakcrest Dr NW, Salem OR

APPROVED

Call to Order: President, Gary Willcoxon called the meeting to order at 2:02 p.m. With members present, proxies, and absentee ballots, a quorum was established.

Introduction of Officers: Gary Willcoxon, Cheryl Willcoxon, Virginia Knabe, Toni Horton

2022 Minutes:

The minutes of the 2022 Annual Westview Estates Homeowners Association Meeting held October 16, 2022 were read.

M/S/C by the membership to unanimously approve the minutes as written.

Treasurer Report:

1. Balance on accounts:
 - a. General Operations Funds: \$38,318.23
 - b. Reserve Account, \$15,861.64
 - c. Checking Account, \$10,871.05
2. Outstanding unpaid dues: 7 - collections, 2 - liens
3. Outstanding CC&R Fines: 1 unpaid, 3 - liens
4. \$3000 General Operations Funds transferred to Reserve Funds
5. State and Federal tax returns were filed; no payments were required
6. State of OR Corporation Documents Renewed
7. Liability Insurance and Bond Paid – Renewal due Dec 2023

Nomination Report: The Board received nominations until September 30, 2023. Board nomination announcement was emailed to members.

Nominations received:

President – Gary Willcoxon
Vice President – Cheryl Willcoxon
Secretary – Toni Horton
Treasurer – Virginia Knabe

There is a vacancy for the Member at Large position. Jim Burns volunteered to fill the position. Jim will contact President, Gary Willcoxon, to discuss further.

Landscape & Architectural Reports:

1. Arch. Reviews approved: 5 – house paintings, 6 - fences, 3 - roofs, 2 - other (deck, porch, shed, railing)
2. Homes: 7 – sold, 0 - pending, 2 - for sale
3. CC&R Letters: 20 - Informal (Courtesy), 17 – Formal, 0 – Hearings, 1 - Fines

Board Actions:

2024 Budget: By unanimous decision, the Executive Board took action to approve the 2024 Budget, based upon current and projected expenditures, and factoring in inflation.

Westview Estates is subject to the provisions of ORS 94.550-94.945 Oregon Planned Community Act.

Member concerns and questions were discussed.

Clark Simson Miller (CSM) Management Company: By unanimous decision, the Executive Board took action to end the contact with the CSM management company.

BC Professional: By unanimous decision, the Executive Board hired a local bookkeeping company to maintain financial and homeowner payment records.

Resolution Changes: By unanimous decision, the Executive Board updated the following resolutions

1. C-1 Administration of CC&Rs and Fines
 - a. Section 1 - descriptions for resolutions updated to match the descriptions on the actual resolution
 - b. Section 2 – fine fees updated to remove the third tier and add two-week cap
2. C-2 Animal Control – Thank you for the great work done by the Ad Hoc Dog Committee. Board adopted language from Ad Hoc Dog Committee’s recommendations for resolution
 - a. Includes registration form for pets
 - b. Mirrors the Polk county rules and regulations regarding pets
 - c. Polk County requires all dogs be licensed and vaccinated
3. C-7 Noxious Activity & Noise – animal control language removed from the resolution
4. C-8 Vehicles & C-10 Architectural Changes – description under the resolution title was updated

New Business:

Election of Officers

Announcement of Election Results: 2024 Board Approved:

President: Gary Willcoxon
Vice President: Cheryl Willcoxon
Treasurer: Virginia Knabe
Secretary: Antoinette (Toni) Horton

Safety Concerns - Neighborhood Watch Report

2023 Homeowner Reports (as reported by Marlyn Dinsmore)

1. Delivery package was stolen from a property
2. Dog Issue
 - a. Two dogs were running through the neighborhood for several days
 - b. Polk County Animal Control was called and homeowner was cited
3. Pickup truck was broken into in January, homeowner is now parking car in their garage
4. Front door lock was jimmied, homeowner had to replace the lock
5. Owner had garage door opener stolen from his car

Good of the Order

Telephone Directory: updated email and phones numbers will be requested from the owners. Once received an updated directory will be sent to the owners.

Adjournment: There being no further business, the meeting was adjourned by Gary Willcoxon at 3:48 p.m.