

Westview Estates Homeowners Association Annual Meeting Minutes
October 13, 2024 2PM - 4PM
SalemTowne Hall
2900 Oakcrest Dr NW, Salem, OR

APPROVED

Call to Order: President, Gary Willcoxon called the meeting to order at 2:00 p.m. With members present, proxies, and absentee ballots, a quorum was established.

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

Thank you: Gary Willcoxon thanked the homeowners for all of their excellent work this year in help maintaining our neighborhood.

2023 Minutes: Secretary, Toni Horton

The minutes of the 2023 Annual Westview Estates Homeowners Association Meeting held October 15, 2023 were read.

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

Treasurer Report: Treasurer, Virginia Knabe

- Balance on accounts:
 - Reserve Account, \$50,872.79 as of 08/30/24
 - General Operations Funds: \$46,644.57 as of 08/30/24
- Outstanding unpaid dues: 5 - collections, 0 - liens
- Outstanding CC&R Fines: 0 - unpaid, 0 - liens
- \$35,000.00 General Operations Funds transferred to Reserve Funds
- State and Federal tax returns were filed; no payments were required
- Liability Insurance and Bond Paid – Renewal due Dec 2024
- Annual Dues
 - a. Based on current financials the HOA Board has approved a reduction in HOA Annual fees from \$250/year to \$225/year
 - b. Future increases may be requested for a vote based on needs and expenses

Nomination Report: President, Gary Willcoxon

Board nomination announcement were emailed to members. The deadline to receive new nominations was September 30, 2024. No new nominations were received. The existing board members have decided to run for an additional year. Their names are the only ones on the ballot.

Nominations received:

President – Gary Willcoxon

Vice President – Cheryl Willcoxon

Secretary – Toni Horton

Treasurer – Virginia Knabe

Landscape & Architectural Reports: Member at Large, Jim Burns

- Arch. Reviews approved: 5 – house paintings, 3 - fences, 3 – new roofs, 1 – new shed, 1 – new wheel chair ramp, 1 – window replacement, 1 – fruit trees removal and 1 - other
- Homes: 8 – sold, 0 - pending, 2 - for sale
- CC&R Letters: 23 - Informal (Courtesy), 9 – Formal, 0 – Hearings, 5 - Fines

Board Actions:

2025 Budget: Treasurer, Virginia Knabe

By unanimous decision, the Executive Board took action to approve the 2025 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.

Resolution Changes: Secretary, Toni Horton

By unanimous decision, the Executive Board updated the following resolutions since the last annual meeting.

1. B -1 Dues Payment Procedures

1. Based on information learned at the Law Forum the word “compound” was removed from Section 3 (c)

2. C-1 Administration of CC&R's and Fines

1. “Landscape and Architectural Committee” language has been changed to “Member at Large”
2. Section 1 - descriptions for resolutions updated to match the descriptions on the actual resolution
3. Section 2 – fine fees updated to remove the third tier and add a two-week cap

3. C-2 Animal Control

1. Includes registration form for pets
2. Mirrors the Polk County rules and regulations regarding pets
3. Polk County requires all dogs be licensed and vaccinated

4. C-4 Personal Property

1. Section 3 has been changed to include language regarding solar panels and systems

5. C-5 Site Maintenance

1. Language regarding house, trim and roof colors has been added to Section 2

6. C-7 Noxious Activity & Noise

1. Animal control language removed from the resolution

7. C-8 Vehicles & C-10 Architectural Changes

1. Description under the resolution title was updated

8. C-9 Absence From Residence & Notice of Rental

1. “President” has been added Section 2 regarding the HOA Board members the homeowners would notify regarding rentals

9. C-10 Prior Approval of Site Changes

1. "Landscape and Architectural Committee" language has been changed to "Member at Large"
2. "the committee" has been changed to "the Executive Board"

Copies of the complete CC&Rs and Resolutions can be viewed at our website at westviewestatesha.org.

Entrance Repair: Vice President, Cheryl Willcoxon

- Retaining wall was damaged by vehicle collision mid-December
- Greer Brothers repaired the wall
- GEICO Insurance reimbursed HOA for costs

Site Maintenance: Vice President, Cheryl Willcoxon

- Railing at bulletin board has been fixed
- Spring cleanup email sent and sign posted on bulletin board

The Federal Corporate Transparency Act: Secretary, Toni Horton

- Passed by US Congress through the National Defense Authorization Act
- Intended to combat illicit activities such as money laundering, financing of terrorism, tax fraud, counterfeiting and piracy
- HOA Board completed a Beneficial Ownership form through the FinCEN website

New Business:

Election of Officers

Announcement of Election Results: 2025 Board Approved:

Volunteer, Maureen Pointer, announced that the voting ballots were incorrect. The ballot listed Cheryl Willcoxon for the position of Secretary and Toni Horton for the position of Vice President.

- There was an open discussion on how to fix this clerical error.
- Secretary, Toni Horton, apologized to the members for the oversight and disruption to the meeting procedures.
- A motion was made by Member, Deb Zachman, and seconded by Member, Erin Aliifua, that we transpose the names to the correct positions.

President: Gary Willcoxon

Vice President: Cheryl Willcoxon

Treasurer: Virginia Knabe

Secretary: Toni Horton

- *M/S/C by the membership to unanimously approve with an objection from one member*
- *Note – these members have served in their respective positions for the past two years.*

Neighborhood Watch Recap: Secretary, Toni Horton

Issues reported since the last annual meeting.

- One homeowner reported she was being stalked
- Email sent to some homeowners regarding 3 boys rattling door knobs in the early morning hours
- One homeowner had a package stolen from their front porch
 - HOA Board email sent to homeowners regarding watching out for their neighbors
- Have received email complaints regarding stray cats
- Homeowner had their car damages by unknown driver
- Marlyn Dinsmore resigned from being Neighborhood Watch Captain
 - Homeowners notified
 - If interested in volunteering please notify HOA President

Good of the Order: President, Gary Willcoxon

Darleen Livermore, voiced her concerns on the following:

- Outstanding dues: requested a breakdown of the outstanding dues
 1. Vice President, Cheryl Willcoxon gave the following breakdown: 5 – in collections, 1 – in probate, 5 late fees, 2 very large outstanding for a total of \$28,049.00
- Annual Dues: should not be lowered due to the following
 1. possible foreclosure procedures
 2. discrimination law suites
 3. transfer funds were not put in place to reduce annual dues
- There are three things that help guide an HOA (listed below). She felt that current board was lax in following these.
 1. Planned Community Act
 2. Robert Rules of Order
 3. West View Estates By-Laws
- Resolutions
 1. Felt the board was making changes to the Resolutions without input from members and quarterly meetings
 2. Stated that all members must receive a copy of the changes before they are posted on HOA webpage
 3. A clarification was asked and received about notifying homeowners on the approved changes to the resolutions

Dustin Blakeman

- Thanked Darlene for her input and guidance
- Crosswalk at intersection of Michigan City and Lake Vanessa
 1. Considers the intersection to be dangerous and present a possible liability to the HOA
 2. These are City streets and the HOA does not have the authority to place a crosswalk at this intersection
- Thanked the current board for their work

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