

**Westview Estates Homeowners Association**  
**Quarterly Board Meeting Minutes**  
**April 8, 2025**

**APPROVED**

**Call to Order**

President Gary Willcoxon called the meeting to order at 7:00 p.m.

**In Attendance**

*Board Members:* Gary Willcoxon, Cheryl Willcoxon, Virginia Knabe, Jim Burns, Toni Horton

**Minutes of Previous Meetings**

January 7, 2025 Quarterly Board Meeting (M/S/C unanimously approved)

**Treasurer's Report**

1. Account balances:
  - Checking account balance as of 03/31/25 is \$70,647.90
  - Reserve account balance as of 03/31/25 is \$50,887.65
2. All bills have been paid
3. Annual Transfer of Funds to Reserve Account
  - \$20,000.00 to be transferred from checking account to reserve account
4. Report of 2024 Taxes
  - Federal and State tax documents have been completed by accountant
  - Previously HOA never filed an Oregon return
  - HOA changed to a Non Profit Corporation in 2000
  - Waiting response from accounting firm on if Oregon return is necessary
5. All budget items were M/S/C unanimously approved

**Old Business**

1. **Architectural Review Report – Jim Burns**
  - Requests received
    1. Lot 86 – roof repair by end of July 2025. Homeowner was charged 2 week fine for tarp on roof. Tarp has been removed.

2. Lot 83 – new fence. Half of fence is done, 2<sup>nd</sup> half will be done in summer.
3. All requests were M/S/C unanimously approved

## **2. Resolution C-6 (Signs and Bulletin Board) Changes – Toni Horton**

- For transparency and clarity the following changes are recommended:
  1. Add “Holiday Decorations” to the title
  2. Remove the word “religious” from paragraph #2
  3. Include the sign size (18” x 24”) after “advertising for sale or rent” in paragraph #2
  4. Change “removed on the day after the holiday” to “removed within 7 days after the holiday”
  5. Add paragraph #4 – “The Board recognizes that some property owners may wish to place exterior holiday decorations on their property. This is permissible for a period of 6 weeks, including set-up and take down of the decorations.
  6. All changes were M/S/C unanimously approved

## **3. Annual Dues Aging Report**

- Approximately 14 homeowners with balances owed
- A 30 day notice will be sent to each homeowner

## **New Business**

### **1. Spring Clean-up Letter to Homeowners**

- Delay sending due to consistent rainy weather

### **2. Complaints**

- Lot 45 – grass in back yard is too high
- Lot 59 & 92 – dispute on ownership and replacement of fence. Letter has been sent to both homeowners requesting that they get together and discuss.

## **Good of the Order – no items were brought up for discussion**

## **Adjournment**

There being no further business, the meeting was adjourned by President Gary Willcoxon at 7:49 p.m.