



HFVOA Board of Directors Meeting November 24, 2020 Meeting Minutes

- I. **Opening the Meeting:** The meeting was held via Zoom teleconference due to the Covid Pandemic. President Elyce Wair opened the meeting at 6:32 pm. Quorum was met with the attendance of Board Directors Kathleen Newman, Betty Shannon, Judy Reid, Valerie Appel, and Kay Nakao. Also attending were Elyce Wair, president, and Catherine Gorrell, treasurer. There were 18 participants from 16 households on the call.
- II. **Agenda:** The meeting's agenda was unanimously approved by the Directors with no changes.
- III. **Minutes:** The October 1, 2020 Special BOD Meeting Minutes were unanimously approved with no changes.
- IV. **Minutes:** The October 27, 2020 BOD Meeting Minutes were unanimously approved with no changes.
- V. **Member Comments:**
 - A. Member: Question regarding change from 9 trees to 26 trees, and whether it would be possible to add more trees to the project. Owner would like concrete criteria about how trees were chosen. Answer: Trees were chosen based on perceived health on a tree by tree basis, with a trained horticulturist (MaryJo Cameron) advising on the decisions. Trees that are doing okay were not chosen for replacement at this time. It is expensive to remove and to replace the trees; replacement is required by city for each tree taken out. Great effort was made to be judicious in choosing the trees to take out. We are doing many at once for cost effectiveness but leaving those that are still thriving until a later date.
 - B. Member: For security reasons, the association should use paper ballots for HFVOA BOD election instead of the on-line voting app provided by Mr. Harker. Member will put concerns in writing for the board to review.
 - C. Member: If Intel were willing to put in a noise abatement wall, what do we need to do to get that passed in the CC&Rs? Answer: So far Intel is not willing to do more than extra cedar boards to fill in the gaps on the inside of the perimeter fences. Board asks that everyone please review Q and A from City. It will be updated and posted on the City of Hillsboro project website.
- VI. **Architectural Review Committee (ARC) Report:** Judy Reid and Mike Apel
 - A. Since the previous board meeting the following applications have been received:
 1. 1 Driveway



2. 1 Outbuilding
3. 1 Complaint
4. 1 Question

B. This slow-down is great timing because it will allow committee members to work together now that Elyce, who as a member of ARC, took on the task of researching the options available to HOA's for compliance contracts. The next step in this process is to define the HFVOA needs to be covered by a compliance contract.

1. There will also be a review of the governing documents for recommended changes to be presented to the board.
2. Elyce has met with CMI and has their documents to review

VII. **Communications Report:** Elyce Wair

- A. Looking for technical person to help with website and newsletter

VIII. **Perimeter:** Dave –

- A. Dave - waiting for permit; City knows we have a contract to purchase new trees. Concern by City that trees will not be located in the same place. We want to tidy it up with spacing in the new plantings
- B. Budget – cannot do all trees at once; see section V. A.

IX. **Treasurer's Report:** Catherine Gorrell

- A. Financial Status as of October 31st.

1. Monthly expenses are in alignment with the 2020-2021 budget.
2. Good account balances in both Operating Fund and Reserve Fund.
3. Today's stats about delinquencies: 3 in collections w Attorney; 9 are delinquent in paying their annual dues and have been sent late letters. Total: \$5,453.30

- B. New Full Reserve Study recommended

1. Assessed 4 firms; obtained 2 bids received from credentialed reserve study providers.
2. New study is needed: the 2017 Study has flaws, dated info and unrealistic, low cost estimates. ORS 94 mandates reserve studies and maintenance plans to be updated.
3. Schwindt & Co representative Jason Wong stated that they would be able to:
 - a. qualify the reserve study for the unknowns of the Shute Road project (City of Hillsboro has yet to define key points that could qualify the reserve components);
 - b. could do the study in December. This would make it available for the CPAs to use it for the year-end financial statement review.
4. There are adequate funds available carried over from last year's budgeted funds to pay for a reserve study.



5. An updated study will be required in 2022 after the Shute Road project is finished.
6. **Motion** by Kathleen to accept the bid of \$2,250 from Schwindt & Co (their Reserve Study Services) to conduct a full reserve study and maintenance plan. Seconded by Judy. Unanimously approved.

IX. **Unfinished Business / New Business:**

- A. Shute Road Multiuse Path
 1. Elyce – inconsistencies in Answers to Questions from City of Hillsboro. Everyone, please download PDF and read document.
 2. Val – do we get a final veto or approval of the project?
- B. PGE new poles are atrocious to look at; will make the neighborhood look industrial.
 1. Elyce will ask Don Odermott what other options have been explored.
 2. Catherine – timetable for PGE installation is March – fall of 2021
 3. Betty – the new power lines are also going west down Cornell and down Elam Young West; 115,000 V each - three lines; health issue for children. Three foot diameter poles. Terminates in a major electrical power grid connection.
- C. New Business: COVID Alert – numbers in our county are rising fast.

X. **VI. Secretary's Report:** Kathleen Newman

- A. Continue weekday monitoring of phone and email from members and connecting with appropriate committee chairs.
- B. Updating owner's list and comparing with Mailchimp to find those not getting emails. Will be contacting owners with email to get them onto Mailchimp. Will be emailing owners who have MailChimp but have not been opening to check whether emails are being diverted to spam.
- C. 19 new enrollments on MailChimp in the last two months
- D. **Hand-delivery needed in December to correct from error on last hand-delivery which stated Monday 14th instead of Tuesday 15th.**

- XI. **Adjournment** of the meeting by the President was made at 8:00pm. The next routine Board meeting will be held at 6:30 pm on Dec 15, 2020, via Zoom conferencing.