



HFVOA Board of Directors Meeting
January 26, 2021 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 6:31 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, Dave Cameron, perimeter, and Mike Appel, ARC. There were 17 participants from 13 households on the call.
- II. **Agenda:** The meeting's agenda was unanimously approved by the Directors with no changes.
- III. **Minutes:** The December 23, 2020 out-of-cycle BOD Meeting Minutes were approved after **Motion** by Kay to approve. Second by Judy. Unanimous approval.
- IV. **Architectural Review Committee (ARC) Report:** Judy Reid
 - A. Research has continued assessing the use of a property management company to deal with ARC non-compliance issues.
 - B. The following requests for approval were reviewed and approved since last month:
 - 1 Exterior paint
 - 1 New fence
 - 1 New garage door
 - 1 New outbuilding
 - C. An anonymous complaint was received but resolved quickly by our good will ambassador and ARC member, Kay Nakao.
 - D. On behalf of all the committee members, a big "thank you" to lot owners for submitting their applications well in advance of estimated start dates.
- V. **Perimeter:**
 - A. Dave and Elyce had a follow-up meeting with PGE regarding the new power lines/poles to be put on Shute Road. This in the public right of way area.
 - B. Fact stated by PGE representatives:
 1. They will make sure they don't destroy the area they are working; and furthermore, will add materials and fix things to look good around where they are working.
 2. Work starts in March, 2021 and continues until perhaps summer or longer. There will be road stoppages, etc. They will install the new taller poles one at a time. Poles will be 2 feet away from where they are.
 3. Recommended that we hold off on bark dust until after poles are replaced. They will put down fir bark dust around only in the immediate area of the new power poles.



4. Replacement shrubs, as needed, will be planted in the fall. It will be our responsibility to water. They will be using drought tolerant shrubs. Decision on what shrubs and trees to be made down the road.

C. Neighbor (Jim Baker) bought meter for EMF and checked EMFs under existing lines versus new under high voltage lines on Cornelius Pass Road – he found about the same EMF levels. He found higher EMF levels in our neighborhood where the lines are buried in the streets.

D. Dave – 32 trees new have been planted along Butler/Airport Road. There are still some old pear trees that need to come down in the future.

E. Betty – Reese Construction installed the sidewalks on Cornell – he said that a pickup truck driving one wheel on and one wheel off should not be a problem. Not good for heavy equipment. Important for HOA not to pay contractors who then damage sidewalks while doing the service.

VI. **Election Report:**

A. Remind neighbors to vote as we need a quorum of 20% of the owners/members.

B. Thanks to all who helped make that sure all owners were notified and enabled to vote in the election for the BOD.

C. None of board members working on facilitating the election have access to anything that is important in the results of the election – the ballots are being verified and tallied by a third party.

D. Hand-delivery of paper ballots by Newmans and Shannons last week, and 6 owners were sent ballots through first class mail. Election package included addressed return envelope to lawyer and a request to sign up to the email system if possible.

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

A. Financial Status as of December 31st.

1. Monthly expenses are in alignment with the 2020-2021 budget.

2. Good account balances in both Operating Fund and Reserve Fund.

B. New Full Reserve Study status:

1. Schwindt & Co (their Reserve Study Services) has prepared a draft a full reserve study and maintenance plan. After approval by the Board, it will be published and be used as a basis for budgeting reserve funds.

C. New Debit Card for HFVOA - Going forward actions:

1. Suggestion: delay the set-up of the card until after the election/seating of the new Board and a President (to occur in March 2021)—Board concurred.

2. Suggestion: When use of a debit card is approved by the Board, to have the President's name on the debit card—Board concurred.

Note: The card will be held by AMS and used only by AMS to pay HFVOA expenses.



VIII. **Member Comment/Question Period:**

- A. Question about changing the percent needed for overturning a vote of the board. No consideration or discussion of the issue at this time.
- B. Question regarding the hiring a third party to do the ARC compliance work was followed by a brief discussion on various aspects of the concept among the Board Members and Officers:

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

- C. Election – see above.

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

- A. Continue weekday monitoring of phone messages and biweekly checking of the physical mailbox.
- B. Conducted a thorough review of MailChimp "audience" and removed individuals who have sold their homes in HFV to ensure that the database included only members before sending out election information.
- C. Continue to invite owners who are not on MailChimp to subscribe if they have the technical ability.
- D. Statistics:
 - 1. Added 4 new enrollments on MailChimp in December and January.
 - 2. 44 Owners currently not on MailChimp require hand delivery or US mail
 - 3. 5 Owners not on Mailchimp require delivery by US mail
 - 4. Information is now hand delivered to 39 Owners.
 - 5. We have 26 (7.9%) non-resident owners in the association
- E. We had more home sales in 2020 than typical for recent years.
 - 22 home sales in 2020 (4 rented)
 - 15 home sales in 2019 (none rented)
 - 16 home sales in 2018 (3 rented)
 - 11 home sales in 2017 (2 rented)
 - 15 home sales in 2016 (2 rented)

XI. **Adjournment** of the meeting by the President was made at 8:33pm. The next routine Board meeting will be held at 6:30 pm on Feb 23, via Zoom conferencing.