



**HFVOA Board of Directors Meeting**  
**March 23, 2021**  
**First meeting of the 2020-2021 Board**

I. Opening the Meeting: The meeting was held via Zoom teleconference (due to the Oregon State Covid Pandemic Emergency Orders). Kathleen Newman opened the meeting at 6:56pm. Quorum was met with the attendance of Board Directors Elyce Wair, Latha Chilkunda, Judy Reid. Kay Nakao was absent. There were in total 20 members of the Association attending.

II. Agenda: the meeting's agenda was unanimously approved by the Directors with no changes.

A. March 23, 2021 Agenda

1. Call to Order and Roll Call
2. Adoption of meeting agenda
3. New Business: election of new officers and committee members
4. ARC report
5. Communications Report
6. Perimeter Land Management Report
7. Treasurer's Report
8. Secretary's Report
9. Adjournment

B. A 'Note' was posted on the Zoom agenda page and read by the President that said that due to the need for 2 meetings this evening, we will forgo allotted time for member comments. Questions or comments can be submitted to the Zoom host via the Chat feature or leave a message on the HFVOA voicemail or email; we will respond as appropriate.

III. New Business: election of officers and committee members

A. Before the nominations and vote of each position, the tasks and responsibilities for the position were read aloud. (refer to the document entitled "Roles and Responsibilities: HFVOA Board Directors, Officers, and Members/Lot Owners" – posted on the HFVOA website, under the Association Business, Board of Directors tabs.)

B. Officer Position: Kathleen Newman for President

1. Nominated by Elyce, second by Latha
2. Vote: unanimously approved

C. Officer Position: Catherine Gorrell for Treasurer

1. Nominated by Judy, second by Elyce
2. Vote: unanimously approved

D. Officer Position: Latha Chilkunda for Secretary

1. Nominated by Elyce, second by Kathleen
2. Vote: unanimously approved



E. ARC Chair: Judy Reid

1. Nominated by Kathleen, second by Judy
2. Vote: unanimously approved

F. ARC committee members: Mike Appel, Laurie Anderson, Mary Jo Cameron Kay Nakao

1. Nominated by Judy R, second by Kathleen
2. Vote: unanimously approved

G. Perimeter Land Management: Don Shannon, Shane Lake

1. Nominated by Kathleen, second by Elyce
2. Vote: unanimously approved

IV. New Business

A. Tasks to inform stakeholders of new officers were allocated to members of the Board.

B. Motion: Set 2021-2022 Board meetings dates, location and time

1. Unanimous approval to set the meeting dates as the 4<sup>th</sup> Tuesday of each month and the meeting time to be 6:30pm.
2. Unanimous approval to set the meeting location as Zoom (at least until Covid19 emergency period is ended).

V. ARC Report – Judy Reid

A. Reported the number of lot owner requests this month.

B. Words by Kay Nakao expressing thanks to the community members and positively looking forward to promoting safety, community, and compliance.

VI. Perimeter Land Management – Don Shannon

A. Need to remove 3 problem pear trees on Airport/Butler. Work can be done April 5<sup>th</sup> by the proposed contractor, Haworth Tree Service.

B. Motion: to accept the Haworth Tree Service Bid for \$2500 to remove 3 trees and perform related tasks for this work; this acceptance is contingent upon receipt (in advance of beginning work) of a revised bid document that is addressed to the full name/address of our Association, and lists all actions to be taken including getting a City of Hillsboro tree removal and street flagging permit, and also cites the business license # of Haworth Tree Service. Motion made by Kathleen, seconded by Judy. Vote: unanimously approved.

VII. Communications – Elyce Wair

A. Will review our communication systems to see how to improve them: website, voicemail, mailchimp, google gmail.

B. Will review the election process to evaluate improvements

VIII. Treasurer – Catherine Gorrell



Hawthorn Farm Village Owners' Association (HFVOA)

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A. Financial Status: Good account balances for the Operating Account and the Reserve Fund.

B. All business expenses are in alignment with the budget.

#### IX. Group Discussion

The new term begins on a more solid footing of experienced Board members, because more are returning from the last Board. This means more attention can be given to the large, longer-term issues that will be impacting the community: number of rentals, the projected growth of ADU applications (in accordance with Oregon HB 2001), how to engage more volunteers, and how to turn data into information that can improve our business practices and community service.

VII. Adjournment was pronounced by the President at 8:19pm. Next meeting is to be Tuesday, April 27<sup>th</sup> at 6:30pm.