



HFVOA Board of Directors Meeting
Tuesday April 27, 2021

I. Opening the Meeting:

- 1) Location: The meeting was held via Zoom due to Oregon State Covid-19 Pandemic Emergency Orders.
- 2) Time: Kathleen Newman opened the meeting at 6:33pm.
- 3) Quorum was met with the attendance of 5 Board Directors:
 - Elyce Wair,
 - Latha Chilkunda,
 - Judy Reid,
 - Kathleen Newman
 - Kay NakaoThere were in total 18 members of the Association attending, including the Board members.

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

III. Minutes: the minutes from the March 23rd Board Meeting were unanimously approved by the Directors with no changes:

IV. Perimeter Land Management Report - Don Shannon / Shane Lake

- 1) Motion I: Dollar amount to Haworth Tree Service capped at \$2550, which includes removal of 3 trees and all the related work. Motion made by Kathleen. Vote: unanimously approved.
- 2) Motion II: Release of funds to Haworth Tree Service is contingent upon Don Shannon reporting work is done, signing on satisfactory completion of work and submitting invoice. Motion made by Kathleen. Vote: unanimously approved.

V. ARC Report – Judy Reid

- 1) Reported the number of lot owner requests (14 - home projects, 5 - questions, 3- complaints) this month.
- 2) Motion III: Move into executive session to discuss a Contract matter and a Collections matter. Motion made by Kathleen, seconded by Elyce. Vote: unanimously approved.
- 3) Motion IV: Exit out of executive session and resume regular session. Motion made by Kathleen. Vote: unanimously approved.

VI. Treasurer – Catherine Gorrell

- 1) Accounting status: Good account balances and processes.
- 2) Action: To promote good fiscal practices, the approval of all non-routine/monthly services should always be a two step process: first, Board approval for a proposed contractor's bid; second, Board approval of payment, after satisfactory completion of the work performed.
- 3) Motion V: Approve Harker-Lepore (the collection attorney) to proceed to sue all parties on the property title of HFVOA-5-319, so as to collect all funds due. Motion made by Kathleen. Vote: unanimously approved.

VII. Secretary – Latha Raghu

- 1) Voice Mail Report: There were six messages:
 - (3- about project completion/Thank you notes, 2 - clarifications, 1 - ongoing project).
- 2) There were no new home sales reported in the neighborhood this month.

VIII. Communications – Elyce Wair

- Reviewed Zoom pricing - continue monthly on Zoom Pro; will not switch to annual contract at this time.
- Ongoing review of Bulk email program alternatives.

IX. Unfinished Business – President

- 1) N/A - for this month

X. New Business – President

- 1) Forward looking to some fun Summer community events; details to follow in the newsletter

XI. Adjournment: The meeting was adjourned by the President at 8:25pm.
Next meeting will be held on Tuesday, May 25th at 6:30pm.