



HFVOA Board of Directors Meeting

Tuesday September 26, 2023

1. Call to Order and Roll Call at 6:31 PM

A quorum was achieved by attendance of Board Directors Saba Anvery, Sharon Stiffler, Laurie Anderson, and Latha Raghu; Jade Black was absent. There were about 6 other lot owners attending, on and off, during the meeting. The meeting was held via Zoom.

2. Adoption of meeting's Agenda

The Agenda of the Meeting was adopted with no changes.

3. Approval of Minutes for prior August 29th Board Meeting

Approved with no changes.

4. Perimeter Land Management – Don Shannon chair

- a. Most perimeter bushes have been trimmed but there is a problem with lot owners' bushes and tree branches that hang over the perimeter fence, interfering with the perimeter landscaping.
- b. The West side of Shute Road's perimeter area needs bark dust. Because the City's project will not be impacting this section until 2024, Don will proceed to get a bid to put down 1" bark dust. This will aid the landscaping through winter to spring.

5. Architectural Review Committee (ARC) – Laurie Anderson chair

- a. Report of Lot Owner Projects: 15 lot owner improvement projects.
- b. Two meetings with BMCM leadership have been held to improve practices.
- c. BMCM erroneously sent many lot owners non-compliance notices. These have been retracted and apology letters sent to each. A new BMCM compliance officer has been assigned.
- d. No action on the clarification of the standards for the Perimeter Fence construction. The verbiage on our website will be revised.
- e. Chair requests all lot owners to help the ARC team by reviewing and following the ARC rules. Message on this is to be in newsletter.

6. Treasurer – Sharon Stiffler

- a. The financial expenses are in line with the Budget.



b. **Motion** by Sharon second by Saba: to accept the Cascadian Landscaper, Inc. Contract Amendment Proposal of \$23,760.00 fee for the year of October 1, 2023 to September 30, 2024. Vote: unanimously approved.

7. Communications – Elyce Wair

- a. Good news: a very high rate of lot owners opening emails (newsletters, notices); a 69% rate bodes well for general communications but there is a need to refine clarity in messages by HFVOA vis a vis BMCM.
- b. Elyce is training Jade to take on the role of 'communications chair'.
- c. Next newsletter will go out at end of September; input from Board Directors is needed.

8. New Business – President Saba Anvery

- a. A "Welcome Letter" from HFVOA is needed as soon as possible after a new owner's property purchase closes. BMCM will not be informed by the seller's title company for at least 8 weeks after closing. The latter tells the information about assessment payments, compliance to ARC rules, etc. whereas the HFVOA Welcome Letter informs new owners about the HOA, the community, and the neighborhood.
- b. **Motion** by Laurie, second by Saba: to send a HFVOA neighborhood Welcome Letter to each new lot owner; this should be sent prior to the BMCM letter.

9. Unfinished Business – President Saba Anvery

- a. Garage Sale was a success per the 30 or so lot owners who participated.
- b. Annual HFVOA member meeting is to be held November 21st, by Zoom. There will be a raffle of valued items for attending lot owners.
- c. Reminder: The Board meeting in October will be held the 24th instead of the last Tuesday which is Halloween.

10. Adjournment of the meeting by the President was at 7:21 pm. The next routine Board meeting will be held via Zoom at 6:30pm on Tuesday October 24th.