

Minutes of the Annual Membership Meeting on January 22, 2023

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Meeting began at 2:05 pm via ZOOM. There were 15 owners present on the call (representing 16 lots) and 20 owners represented by proxy for a total of 36 properties present (of 86 total).

The Secretary, Kathleen McBride, **CERTIFIED** the quorum (20% or 18 required). President Karyn Bird also **CERTIFIED** that meeting notices were emailed December 26, January 3, January 13, and a final email reminder sent on January 21.

Kathleen McBride, Secretary, summarized the minutes of the last annual meeting held January 23, 2022. The members **APPROVED** the minutes for the 2022 annual meeting.

Kathleen McBride, Treasurer, presented the 2022 financial report. All accounts except water were within budgeted amounts, enabling the HOA to be within budget overall. Our end-of-the-year balance improved by \$108 from last year, with a combined total of \$16,900 remaining in checking and savings. Kathleen then presented a budget request for 2023. Costs continue to increase for both water and landscape maintenance, two of our biggest expenditures. This would result in the HOA having to draw down on the balance in reserve (\$16,900) if dues remained at \$350/lot. After discussion about raising dues and staying within the CPI index per CC&R requirements, Jennifer Klammer moved and Carolyn Mayers seconded increasing the annual dues to \$375 per lot, which will still draw down the balances in reserve but not as much as if the annual assessment remained at \$350 per lot. The motion was **APPROVED**.

Christy Peterson, Landscape Manager, provided a summary of 2022 landscape activities. Overall, Christy was pleased with the performance of our landscape maintenance contractor. A valve box went out in August resulting in water spewing down the street--although it was caught quickly, it contributed to our water costs. Several challenges continue to affect the streetscapes include muddy areas, build-up of thatch, tree roots affecting the water lines, and an aging infrastructure of the irrigation system. Christy has the 2023 contract from Straub and the board authorized her to sign it.

Carolyn Miller gave the welcoming report. Several new neighbors were greeted and given welcome packets in 2022. She also has welcoming packets prepared and ready to go for the future.

Pam Burnor reported on the Neighborhood Watch program. The HOA continues to receive and pass out to the membership the incident notifications received from the city. Packages being taken from front porches is one of the most frequent issues for Corvallis, and our neighborhood is not exempt. Knowing your neighbors and watching out for each other are some of the best defenses. Pam will investigate having a Police Officer attend this year's Neighborhood Night Out (usually held in August) to continue to educate our membership on safety protocols.

Brian Weldon gave the website update, and reported the website is up to date. This position will be taken over by Rob Putnam in 2023.

Oregon HB2466 requires homeowner associations to maintain a fidelity bond unless Members explicitly exempt the association. Kathleen McBride moved, and Carolyn Mayers seconded to continue with our exemption. The Membership **APPROVED** a motion to NOT maintain a fidelity bond for 2023. The Board will prepare a Board Resolution documenting this decision. Part of this exemption requires an annual review of the accounting and reports provided by the Treasurer. Jennifer Klammer, past President of the HOA, did a financial review of the 2022 records. One finding was that President Karyn Bird was not reimbursed for \$2.29 out of pocket costs for the HOA's Neighborhood Night Out. Karyn wrote a statement, attached to the report, waiving reimbursement of this cost.

The other findings have to do with back-up authority at the bank and post office so that more than one board officer can perform the banking and mail duties. Carolyn Miller moved, and Betty Brose seconded to accept Jennifer's write-up as presented in her December 2, 2022 memo, as adjusted by the waiver of the \$2.29 reimbursement to Karyn.

Board nominations were given, and Kathleen McBride moved, and Christy Peterson seconded to accept the nominees. The membership **APPROVED** the 2023 Board of Directors: Kevin Hawkins, Brian Weldon, David Sorenson, Carolyn Miller, and Carolyn Mayers. In addition to the Board of Directors, Rob Putnam, and Pam Burnor will assist and advise the Board on website maintenance, and Neighborhood Watch, respectively.

In old business, the topic of CC&R compliance and enforcement by a Management Company was discussed. President Karyn Bird reported that contract negotiations fell through, and no management company was hired for this purpose in 2022.

In new business, cleanup along Dixon Creek; and Officer's and Director's liability insurance were discussed. These will both be items for the new board to investigate and address.

The meeting was adjourned at 3:50pm. The new Board will meet immediately following the Annual Meeting to elect officers and set the 2023 meeting schedule.