

Minutes of the Board of Directors Meeting

Date June 27, 2023

Time 7:00pm

Meeting called to order by Kevin Hawkins

In Attendance

Kevin Hawkins, Brian Weldon, Carolyn Miller, Carolyn Mayers, Pam Burnor, Rob Putnam, and David Sorenson were present.

Approval of Minutes

Kevin motioned to approve the May 10th, 2023, board meeting. The Board **Approved** the updated minutes.

Treasurer Report

Brian Weldon gave the Treasurer report. He shared the account spreadsheet which has been reconciled as of June 1st. There is one outstanding dues payment, and the homeowner has been contacted. The HOA expenses are on budget for this year.

Landscape Report

Carolyn Mayers gave the Landscape report. Carolyn has walked the neighborhood, took notes, and talked with Dave Straub. There have been questions about Herbicide use and overspray. Straub is managing according to city regulations for herbicide use. ***Carolyn will talk to Straub about herbicide overspray.*** Carolyn noted low overhanging branches on Arrowhead, some of which have been addressed. Two sprinkler heads had to be replaced for a total of \$136. There are 3 homes on Arrowood west of Crocus Place that do not have the city sprinkler system to water streetscapes. It is believed the HOA had an agreement in the past with the homeowners that they would provide watering for the streetscapes and the HOA would provide some level of reimbursement for water used. ***The board will review the CC&R's, Bylaws, and other documentation about maintenance of these streetscapes and discuss further in a future meeting.***

Website Report

Rob Putnam gave the Website report. The website is up and functioning.

Welcoming Report

Carolyn Miller gave the welcoming report. Carolyn has welcoming packets ready which include information on the board members. Melissa Tucker is interested in helping Carolyn with welcoming duties. The welcoming

package currently has a section to return by mail with the homeowner's information and we'd like to make this an online process. Rob believes we can do this with WordPress and have it email our HOA email address. Kevin recommends not making the form a public link to avoid spam emails. ***Carolyn and Rob will get together to discuss implementing an online form.***

[**Neighborhood Watch Report**](#)

Pam Burnor gave the neighborhood watch report. Pam has confirmed that not all neighborhood watch leaders are forwarding information to their assigned homeowners. ***Pam will follow up with watch leads to encourage them to send information to their assigned homeowners.***

[**Old Business**](#)

[*Update on discussions with Meadowridge HOA and City of Corvallis about maintenance of the Dixon Creek greenway*](#)

Kevin, Carolyn, and Pam have exchanged emails with Bill Buckley, president of the Meadowridge HOA, and talked with staff from the city of Corvallis. Bill claimed that the city clears the brush from the land parcels in question. However, city staff confirmed that although the city does do scheduled brush clearing on city-owned parcels, they do not maintain private property such as the parcels of the greenway owned by Meadowridge HOA. The city will next do brush clearing in the late August/early September timeframe. Our HOA has cleared brush along the entire walkway (including Meadowridge-owned lots), so that might be contributing to the confusion. The city has offered to provide advice to Meadowridge and Uplands HOA's on how to clear the lots. ***Carolyn will communicate with the fire marshal and the city about enforcement of landscape requirements for HOAs and other topics.*** The city may be able to enforce issues like invasive species control with Meadowridge since the blackberries are choking out native species which Meadowridge has expressed concerns about protecting in the past. The board decided to wait for further discussions around this issue until a future meeting.

[*Choosing an option for directors' and officers' insurance*](#)

We received a quote from Hennessey Agency for both a Directors' and Officers' and general liability plan totaling \$1571. A motion was made to sign up for the policy. Motion was ***Approved. Carolyn Mayers will coordinate with Hennessey to get the policy purchased.***

[**New Business**](#)

[*Deciding how to update officers and signers on UTHOA bank account*](#)

We are unable to update the signers on our bank account because Wells Fargo requires all current signers to be present or provide written consent. There are signers on the account who no longer live in our community and finding these individuals may be very difficult. There are two other options we can choose: 1) Close current Wells Fargo account and open a new one; or 2) Close current Wells Fargo account and open one at another bank. Due to high bank fees and difficulties with Wells Fargo, moving elsewhere is the more attractive option. Board ***Approved*** to close Wells Fargo Account and open one at Oregon State Credit Union. ***Brian will begin the process and coordinate with the rest of the board members.***

The Uplands at Timberhill Homeowner's Association

Planning for National Night Out

National Night Out is Tuesday August 1st. Pam has requested the fire department to attend. The event will be held in Chepenafa park. We cannot reserve the park, so we'll need people to go over early that day to claim the space. **Carolyn Mayers will verify if there is a use fee for Chepenafa park.** The event will be a potluck with the HOA providing beverages. **Pam will check with neighboring HOAs to see if they'd like to join us for this event.**

Proposal to update member contact form to allow members to provide more than one phone number and email address, and to invite all current members to update contact info

The form in our welcoming packet currently provides space for a single phone and email address. The Board **Approved** updating the form to allow for multiple phone numbers and email addresses. **Kevin will work with Carolyn Miller to get the current form in digital format and begin the update process. Pam will gather revision information from the neighborhood watch leads.** Further discussion on this topic will occur at our next meeting.

Other Business

Reminder to not block sidewalks with vehicles

A reminder will be put in the newsletter to not block sidewalks with vehicles. It will also mention putting garbage/recycling/yard debris containers as close to the sidewalk edge or in the street.

Adjournment

The next board meeting was set for Wednesday August 9th at 7pm on Zoom.

The meeting was adjourned at 8:32pm