

# Minutes of the Board of Directors Meeting

Date	August 09, 2023
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Time	7:00pm
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Meeting called to order by	Kevin Hawkins
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## In Attendance

Kevin Hawkins, Brian Weldon, Carolyn Mayers, Pam Burnor, Karyn Bird, and David Sorenson were present.

## Approval of Minutes

Kevin motioned to approve the June 27th, 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 1<sup>st</sup>. All dues have been received. Our upcoming water bill is extremely high, and Brian will compare it to previous years. If the bill is indeed quite a bit higher than normal, Carolyn will talk with Straub. Brian has started the process of moving our financial accounts over to Oregon State Credit Union. The credit union would like a clear document stating our intention to move our accounts and list the account signers. **Brian has paperwork all board officers will need to sign and will pass them around in the upcoming weeks. Carolyn Mayers needs a check for our new Insurance Policy and coordinate with Brian.**

## Landscape Report

Carolyn Mayers gave the Landscape report. We reviewed notes provided by Straub from their previous walkthrough with C Mayers. The state of our grass along 29<sup>th</sup> and Arrowood is not good. Between high levels of moss, 6" of thatch and limited growth, the HOA will need to decide on a course of action. Details will be discussed in New Business. Straub will not spray herbicide aggressively near homeowner property along the paths. C Mayers contacted the city about low hanging branches on Arrowood. The city will get around to it when they can.

## Website Report

Rob Putnam was absent, so no report was given.

## Welcoming Report

Carolyn Miller was absent, so no report was given. Kevin noted the welcome packet revision is in progress. David has updated membership lists based on feedback from C Miller. **David will send the homeowner**

**membership list to the homeowners along with the next newsletter. David will send the board member and watch captain membership lists to Pam to distribute to the watch captain.**

## Neighborhood Watch Report

Pam Burnor gave the neighborhood watch report. The National Night Out was a success, although not as well attended as in years past. There was very good representation from the city. Pam has connected with the right city officials to get city announcements sent directly to her rather than having to get them from Jennifer Klammer, who is still receiving them.

## Old Business

### *Review of division of responsibility for maintenance of Arrowood streetscape*

The Arrowood strip of landscaping is not piped into the irrigation system the HOA manages. In the past there was an unofficial agreement that the homeowners along this area would irrigate and submit some portion of their water bill to the HOA for reimbursement. This practice has not been done for years and would be very difficult to apportion and manage. No formal motion was made to address this situation. We discussed the water bills and found the HOA isn't paying the city fees that are paid by homeowners. More research on what fees the HOA should be paying.

### *Further discussion with City of Corvallis about maintenance of the greenway*

Carolyn Mayers has discussed matters with the Fire Department and discovered weed abatement has been offloaded to Community Development. **C Mayers will continue to work with Community Development and others on fuel removal from our greenway.** Pam and C Mayers have talked to several homeowners in the Meadowridge HOA that are concerned about fire danger in their area. The homeowners will hopefully communicate their concerns with their HOA board and prompt more action and discussion around the greenway maintenance.

## New Business

### *Proposal to reimburse Pam Burnor for purchase of beverages for National Night Out event*

Pam spent around \$50 but took home a lot of excess. She requests a \$20 reimbursement. The board **Approved** reimbursement Pam \$20 for beverages purchased for National Night Out.

### *Reducing speed of traffic on NW Snowbrush Drive*

A homeowner on Snowbrush has expressed concern about increased traffic on Snowbrush Drive and the potential of further increases with development up the hill. Carolyn Mayers has worked with the city on similar issues in the past and recommends we use the city's [Report a Problem website](#). The board has had limited success with the city on other traffic and speeding issues, but we will continue to work with them to address problems. **Kevin will submit a problem report to the city on behalf of the HOA. David will contact the homeowner and have them also submit a problem report.**

## ***The Uplands at Timberhill Homeowner's Association***

### *Options for addressing (or not) the aging streetscape landscaping*

Straub is very concerned about the condition of our grass based on the amount of thatch, moss, and other items. The declining condition of our grass is increasing water usage and maintenance options. The board discussed options presented, the main two being removal and replacement of current sod, removal of current sod and replacement with non-grass landscaping (xeriscaping) and doing nothing. Options for replacement with lower maintenance landscaping may be very limited by city requirements. ***Carolyn Mayers will talk to the city about options for xeriscaping, lower maintenance grass alternatives, etc.***

### *Options to avoid having UTHOA emails get caught in spam filters*

The HOA continues to receive comments from homeowners that our emails are either not being received or are going to spam/junk folders, especially for those using Comcast email. Use of attachments, URL's and putting homeowner addresses in the BCC line may be causing problems. We have seen the same email (With attachments) sent directly to a homeowner, rather than using the BCC line, was received. ***Kevin will investigate possible solutions to allow the HOA to send emails directly to homeowners, such as the Constant Contact service.*** Karyn has now set the HOA Gmail address as VIP in her Comcast account and will monitor to see if that helps.

### *Oregon State Credit Union documentation needs*

The board needs to provide clear documentation of the HOA's intent to move our financial accounts to Oregon State Credit Union. The document also needs to list the signers (all 4 board officers), with their roles, and a control person (Brian). We will also include our previous approval to require 2 signers for any amounts over \$200. ***Brian will create a separate document that will be passed to all board officers to sign, along with the official credit union paperwork.***

## **Adjournment**

The next board meeting was set for Wednesday September 27th at 7pm on Zoom.

The meeting was adjourned at 8:17pm