

Minutes of the Board of Directors Meeting

Date November 29th, 2023

Time 7:00pm

Meeting called to order by Kevin Hawkins

In Attendance

Kevin Hawkins, Brian Weldon, Carolyn Mayers, Karyn Bird, Rob Putnam, and David Sorenson were present.

Approval of Minutes

Kevin motioned to approve the minutes from the September 27th board meeting. The Board **Approved** the updated minutes.

Treasurer Report

Brian Weldon gave the Treasurer report. The water and electric bills have been switched from Wells Fargo to Oregon State Credit Union. The water has been turned off for the season. We are around \$600 over budget at this point. ***Brian will coordinate with Kathleen to close the Wells Fargo account and move the remainder of the money to Oregon State Credit Union.***

Landscape Report

Carolyn Mayers gave the Landscape report. C. Mayers is in touch with Straub and will be walking around the area with them to look at changes for next year. We will stop maintaining the portion of the paths that are owned by Meadowridge. Kevin recommends getting quotes for removing sod and reseeding in a single sprinkler section at a time. This would spread costs over time and hopefully recoup some costs through water reductions. ***C. Mayers will get a final 2023 proposal from Straub.*** Straub labeled low branches on some homeowners' properties but did not trim them. The labels are still on some trees. ***C. Mayers will check with Straub on why the labels were left.***

Website Report

Rob Putnam gave the website report. Our domain will be renewed in November 2024. Our WordPress site will be renewed March 21st, 2024. We are unsure what card was used for the WordPress renewal and Rob is having issues logging into our account. Rob will work with WordPress to get this figured out. He recommends we use the **uplandsattimberhill** user account to manage all payments. We suspect Kathleen's account may be managing the payments. ***David will create a folder and file to store passwords for our various sites/services in Google Drive.***

[Welcoming Report](#)

Carolyn Miller was absent, so no report was given. Kevin has not met with C. Miller on new member packet enhancements. Kevin and Carolyn Mayers will work on the new member packet after the annual meeting.

[Neighborhood Watch Report](#)

Pam Burnor was absent, so no report was given.

[Old Business](#)

2024 annual meeting: in person or on Zoom?

The annual meeting will be held on Zoom on Sunday January 21st at 2pm. We need to send out notification of the annual meeting 10 to 50 days ahead of the date. The board will review proxy documentation and how to send it out.

Review of CC&R violations observed by Board members

Commonly observed issues are Trash cans left visible, Landscape maintenance issues (including landscape issues off cul-de-sac paths) and Camper vehicles parked within sight of the street. Kevin will start a new file on Google Drive to document violations noted by board members. C. Mayers will talk to Pam about possibly getting help from the neighborhood watch captains to monitor violations. As a starting point, the board will begin documenting trash can issues.

[New Business](#)

Proposal to send notices from the Board to homeowners about violations of city code

Kevin motioned to send courtesy notifications for city code violations to homeowners in addition to our CC&R violations. The Board **Approved**.

Debit/Credit card from Oregon State Credit

Brian will check with Oregon State Credit union to see if the HOA can get a debit or credit card.

Board Recruitment

Brian will be stepping down as Treasurer but may stay on the board, possibly helping with welcoming new homeowners. Brian recommends hiring a service to send out the HOA bills next year. Brian will get a quote and details of this service to discuss at the next board meeting. We had one homeowner reach out earlier this year expressing interest in joining the board. **David will follow up with them.**

[Adjournment](#)

The next board meeting was set for December 11th at 7pm on Zoom.

The meeting was adjourned at 8:51pm