

Wildlife Meadows HOA Board of Directors

Special Meeting Oct.1,2020

(For regular meeting cancelled on 9/9/20)

Meeting was called to order at 6:30 by HOA President Steve Williams. Present were Treasurer Lily Westlund, ACC chairman Roger Roberts, Secretary Karen Kintz and Homeowners Jim Turner, Scott and Sheila Whitlock, Ken Weese, and Leigh Kelley.

The Previous meeting minutes of June 10, 2020 were read and approved.

Old Business:

The website is revised as discussed at last meeting and will be available shortly. A notice can go out to homeowners with the next needed communication.

Steve brought up the proposed Administrative Rules (AR) to enforce infractions of the CCRs, with a recommendation to add option A.1.1.6 (this option allows the board to act, not the investigators). Ken voiced a concern about homeowners not having any input. Roger explained original informal process, that is now transitioning to be responsibility of HOA. Steve informed us that some HOAs have an outside agency process violation, but that could be more than we want to spend, so we can try this for awhile and recraft if needed. Question arose wondering if violations are erased after the calendar year. Steve said it is continuous in the history of when homeowner lives here. The timeline for correction will be reasonable taking into consideration the violation. It was agreed that the fine schedule looks good. One thought put forth was abolishing the HOA. Leigh, Scott and Sheila said that's why they bought here. Lily will research how we might best track and record violations. It was decided that we will put out the proposed AR (modified by option A) to homeowners for comment, with the required notice of a previously unscheduled November meeting, at which time the Board would consider comments and the approval of the AR.

A "homeowner" group has been set up on the HOA email.

Financial:

-Lily has updated contact list by checking county records and is only missing 2 emails that will be updated soon.

-We are current for 2020 HOA fees. Motion by Lily, and Seconded by Karen, unanimously approved to set a maximum of 60 days past due on future annual assessments.

-Lily will work with Chris Roberts on an operating budget for 2021-2022, to include in the annual financial report for February 2021.

New business:

We need to adhere to the schedule for replacing officers. Steve has read thoroughly and there is an ability to add non-voting "officers" and thinks that for the sake of continuity we might want to add vice president, assistant treasurer and assistant secretary officers. The board will continue to discuss this possibility and a process for recruitment of volunteer members.

**Wildlife Meadows HOA
Board of Directors Meeting**

**Thursday, October 1, 2020
6:30 PM**

(Rescheduled for Canceled Meeting on September 9, 2020)

AGENDA

1. Call to Order, Establish Quorum, List All Attendees
2. Approve June 10, 2020 Board Meeting Minutes (Karen) (ACTION)
3. Proposed Memorandum to Members/Owners
 - HOA Website Authorization (ACTION)
 - Adoption of AR 1.0 ENFORCEMENT (ByLaws 4.3.8, 7.6, 7.8) (ACTION)
 - Addition of Monthly Board Meetings Dates for Remainder of 2020-2021 (ByLaw 4.16)
 - Requirements for Notice of Fines Schedule Mailing (ByLaw 7.8)
 - Requirements for Violation Notice Letter Mailing (ORS 94.652 OregonPlanned Community Act)
4. Website Update/Projected Rollout Date
5. Maintaining Shared Email Files and Investigation/Violation Case Files/
Communication Methods (Mail, Shared Email, Text, etc.)
6. Financial (Lily)
 - Contact List Update
 - 2020-2021 Dues Payment Update
 - Notice of Late Payment Fine Date for 2020-2021 Year (AR 1.5.2, 1.5.3) (ACTION)
 - Operating Budget for 2021-2022 (ByLaw 4.3.9, ORS 94.670 OPCA) (Discussion)
7. Seeking Additional Officers for Appointment by Board (ByLaw 4.1, 5.1, 5.2, 5.7)
 - ACC Chairperson
 - Vice-President
 - Asst. Treasurer
 - Asst. Secretary
8. Insurance Coverage Report (Steve)
 - Fidelity Bond Requirement (ByLaw 8.3, ORS 94.675 OPCA) (Discussion, possible ACTION)
9. HOA Records File Report (ORS 94.670 OPCA) (Steve)
10. Other Issues/Audience Comments
11. Adjournment