

# ***Cascade View Estates Homeowners' Association***



CVE HOA Board Meeting  
August 5, 2017  
3rd Quarterly Meeting Minutes

The Third Quarter Board meeting began at 8:55 a.m., and present at the meeting were: Bill Trumble, Gary Diefenderfer, Len Lutero, Julie Boock, and John Seitter (bookkeeper). Introductions were made of all attending.

Attending guests were: Robina Koenig, Pamela Stage, and Lora Oliveira.

## John's Financial Report

There have been eight sales in the last 30 days within the development. The HOA receives one half of filing fees for new sales in the development. The HOA is doing well in our balance sheet. An explanation was provided to the attending guests as to our reserve fund. We have outstanding dues from three homeowners who have not responded to multiple notifications since the first of the year. The outstanding dues and fines due to the HOA is approximately \$1,500. Due to noncompliance and no communication from the homeowners, the board decided it was time file appropriate liens against two homes.

Profit/Loss – doing well in July. Most new profit came from home sales in development.

## Discussion re: Hiring New Compliance Officer and Pay Plan

A thorough discussion concerning the duties associated with a compliance officer was convened. It was determined by the board that yes, we will need a compliance officer. The board will meet with applicant for compliance officer to complete interview process.

## Door Hangers

Yellow door hangers were agreed upon to assist compliance officer/board members in contacting absent homeowner. Compliance officer will use these door hangers for notification purposes.

### Noncompliance by Lot Owner

A final letter was sent in July to homeowner advising that the lot was to reverted back to a vacant lot and not a storage area. If homeowner have no further evidence of compliance, HOA will allow one more week for owner to become compliant, and if no evidence of becoming compliant, HOA will hire a company to make the lot compliant, and will bill the homeowner for the cost.

### Offensive graphics in Home Windows

We will be writing letter to homeowner deeming photos a nuisance and must be taken down within 10 days. If no compliance, a hearing will be set, and then a fine to be imposed. (An additional fine can be levied against homeowner every 10 days until either the homeowner complies, or the fine accumulations reach \$200. Once that limit has been accumulated, then the Board has the right to file a lien against the offending homeowner's property.

### Discussion of New Board Members

A discussion concerning board positions to be filled and an overview of job duties were given. All three attending guests accepted to being on the board, the board then appointed the following individuals to the following board positions: The new board positions will become official September 1, 2017.

President – Gary Diefenderfer  
Vice President – Len Lutero  
Secretary – Pamela Stage  
Treasurer – Lora Oliveira  
Member at Large – Robina Koenig

### Adjournment

The 3rd Quarterly CVE Board meeting was adjourned at 10:35 a.m.

Next Board Meeting: Saturday, November 4, 2017, 9:00 a.m., at the Community Presbyterian Church located at 529 NW 19<sup>TH</sup> Street, Redmond, Oregon 97756.