

HILLTOP VIEW ESTATES AT PERSIMMON HOME OWNERS ASSOCIATION

Board of Directors

Minutes of Board of Directors Meeting

October 14th, 2021

Minutes of the Board of Directors meeting of the Hilltop View Estates at Persimmon Home Owners Association, Gresham, OR, held at 3591 SE Atherton Ave. in Gresham, OR, at 6:00pm on October 14th, 2021.

1. CALL TO ORDER

President Bob Cozzie called the meeting to order at 6:11pm.

2. ROLL CALL

Board members present:

Bob Cozzie, President, arrived at 6:00pm.

Riley Hutchinson, Secretary, arrived at 6:00pm.

Others present:

Ann Hymel

Tammy Lovely

Absent:

Christie Andersen, Treasurer

3. QUORUM ESTABLISHED

The Hilltop View Estates at Persimmon Home Owners Association successfully established a quorum at 6:11pm.

4. APPROVAL OF PRIOR MEETING MINUTES

Motion by Riley Hutchinson seconded by Bob Cozzie, to approve the minutes of the Board of Directors Meeting of August 8th, 2021. Motion carried at 6:18pm.

Motion by Riley Hutchinson seconded by Bob Cozzie, to approve the minutes of the HOA Meeting of September 19th, 2021. Motion carried at 6:18pm.

5. FINANCIAL REPORT

Forego financial report until next meeting.

6. COMMITTEE REPORTS

A. Architectural Review Committee (ARC)

- a. Tammy Lovely gave the report as follows at 6:21pm.
 - i. Reviewed rough draft of introduction letter to the community provided by the ARC.
 1. Suggestions to better align the letter to the board and committee's enforcement philosophy.
 - ii. Suggestion to include a reminder to look at the website (CCRs are there). Greshamhilltop.com
 - iii. Discussion around how to disseminate the letter.
 1. Planning to email it and use door hangers.
 - iv. Bob expressed interest in a list of specific "concerns and potential infractions" from around the neighborhood.
 - v. The ARC formally addressed a privacy screen under construction.
 - vi. Discussed having a formal waiver for grandfathering in "infractions".
 - vii. Discussed having a form on the website to submit RV visitors and/or any other temporary CCR exemptions.
 - viii. Discussed having the ARC recommend how they want to formally document and deliver CCR infraction notices.
 - ix. Board recommendation to formalize the committee structure (Chair, Vice Chair, Voting Membership, & Advisory Member).

B. Common Areas Committee (CAC)

- a. Ann Hymel gave the report as follows at 6:54pm.
 - i. Discussed the committee charter and the process for which they put it together.
 - ii. Created a survey to send to the homeowners inquiring as to how we should put the common areas to use.
 - iii. The city offers a grant to "improve property" and it includes HOAs.
 - iv. Working to connect with the city to discuss what we have permission to do with our common areas. *Attached
 - v. Lots of great discussion as to what we should do with the common spaces and how to go about it.

C. Social Committee

- a. Riley Hutchinson gave the report as follows at 7:08pm.
 - i. Scheduled the kickoff meeting for October 28th, 2021.

7. OLD BUSINESS

Discussed unfinished business at 7:10pm.

- A. HOA Dues. Our dues will be based on what the actual budget is (annual projections of cost recommended from committees). Options to pay dues electronically, annually and/or quarterly.
- B. Website Review and Updates. Reviewed the website and the updates that have been done. Also discussed turning on the "member's only" section of the website so that we can have more private conversation between homeowners.

8. NEW BUSINESS

Discussed new business at 7:18pm.

- A. ARC Introduction Letter.
- B. ARC Recommendations.
- C. CAC Survey. Link to the survey - <https://www.surveymonkey.com/r/W2JL5VT>. Consensus that the survey looks good and can be sent out to the community.
- D. HOA Printer Purchase. Riley's proposal (*attached). Riley makes a motion to approve the proposal for a purchase price of \$300 or less at 7:21pm. President Bob Cozzie seconded the motion and it passed.

9. GOOD OF THE ORDER AND PUBLIC COMMENTS

Discussed the good of the order and opened for public comment at 7:25.

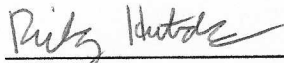
- A. No Parking Signs on Hogan. Completed on October 5th, 2021.
- B. Riley to put Committee Charters on the website.
- C. Riley to put together some sort of mailing list that is easy for people to interact with. IE - a community wide email needs to go out, what's the easiest way to do it.
- D. Create an HOA contact card.
- E. Consider Neighborhood Security.

10. NEXT MEETING DATE

The next monthly Board meeting is scheduled for November 11th, 2021 at 6:00pm.

The board meeting adjourned at 7:33pm.

These minutes were approved by the Board of Directors.



Riley Hutchinson, Secretary

11-11-2021

Date