

HILLTOP VIEW ESTATES AT PERSIMMON HOME OWNERS ASSOCIATION

Board of Directors

Minutes of Board of Directors Meeting

May 11th, 2022

Minutes of the Board of Directors meeting of the Hilltop View Estates at Persimmon Home Owners Association, Gresham, OR, held at 3682 SE Myrtlewood Ln. in Gresham, OR, at 6:00pm on May 11th, 2022.

1. CALL TO ORDER

President Bob Cozzie called the meeting to order at 6:13pm.

2. ROLL CALL

Board members present:

Bob Cozzie, President, arrived 6:10pm

Christie Andersen, Treasurer, arrived 6:10pm

Riley Hutchinson, Secretary, arrived 6:10pm

Others present:

N/A

Absent:

N/A

3. QUORUM ESTABLISHED

The Hilltop View Estates at Persimmon Home Owners Association successfully established a quorum at 6:13pm.

4. APPROVAL OF PRIOR MEETING MINUTES

Motion by Christie Andersen, seconded by Bob Cozzie, to approve the minutes of the Board of Directors of April 14th, 2022. Motion carried at 6:16pm.

5. FINANCIAL REPORT

Christie Andersen gave the Treasurer's report as follows at 6:17pm:

A. Total assets as of April 30th, 2022: \$19,870.42

B. Operating:

DATE	PAYEE	MEMO	PAYMENT	DEPOSIT	BALANCE
04-25-22	Town and Country Fence	Fence Installation	4832		19870.42

- C. Reserves: N/A (None designated as of yet)
- D. Delinquencies: N/A
- E. Revenue: N/A
- F. Notes.

6. COMMITTEE REPORTS

- A. Architectural Review Committee (ARC)
 - a. Christie gave the following report at 6:18pm:
 - i. No update
- B. Common Areas Committee (CAC)
 - a. Bob gave the following report at 6:18pm:
 - i. The sign project is completed.
 - ii. The summer maintenance plan is starting in June.
 - iii. Next meeting is scheduled June 2nd at 6:30pm
- C. Social Activities Committee (SAC)
 - a. Riley Hutchinson gave the following report at 6:22pm:
 - i. No update

7. OLD BUSINESS

Discussed old business at 6:22pm.

A. Previous action items:

- a. Riley - Send out the community directory letter.
- b. All - Each board member to get a quote from an HOA management company
 - i. Bob - Blue Mountain Management
 - 1. Email response:
Here are the two management options that we can offer you:
 - a. Financial Only Management : We will collect assessments, pay invoices sent to our office, and produce monthly reports for the Community. However, homeowner inquiries, vendor management, compliance inspections, and organizing meetings will be the responsibility of the Board. This begins at : \$450.00 per month
 - b. Full Service Management : We will complete all the tasks associated with Financial Management as well as have a community manager to assist the board with all operations of the Association, provide vendor management, compliance inspections, and

organize & attend the community meetings. This begins at \$800.00 per month

- ii. Christie - Association Management Services (AMS)
 - 1. They need to know exactly what we want to provide us with a quote. In addition, they aren't accepting any new clients right now.
- iii. Riley - Clark Simpson Miller (CSM)
 - 1. Advertises as a "low cost" option due to them being an internet company and offering "remote" services.
- c. Lengthy discussion around the use of an HOA management company. The board is leaning towards avoiding it all together.

8. NEW BUSINESS

Discussed new business at 6:40pm.

A. New HOA leadership.

- a. We need to send out a community email soliciting new board members. List the members that are needed, the responsibilities for each, and the approximate time commitment (based on current estimates).
Remind the community about the annual meeting on June 26th.

B. Plan annual meeting details.

- a. June 26th at 4pm in the cul-de-sac
- b. Agenda:
 - i. Summary of previous year
 - 1. How many times we've met
 - 2. Activities of the committees.
 - 3. Discuss finances
 - 4. Vote on Article 70-604 election form
 - a. Emphasize that we need people there to vote on this. OR, send us your vote via text/email
 - ii. Prior meeting minutes
 - iii. BBQ / Picnic / Potluck
- c. Smoked meats (Costco + DIY)
- d. Everyone bring sides or dessert
- e. HOA provided beverages (water, soda, and beer)
- f. HOA provided utensils/plates/bowls/cups
- g. Sound system - Meeting + Music
- h. Tables
- i. Coolers
- j. RSVP by June 12th

9. GOOD OF THE ORDER AND PUBLIC COMMENTS

Discussed the good of the order and opened for public comment at 7:00pm.

A. Action Items.

- a. Riley - Send out the HOA leadership letter.
- b. Riley - Create the meeting agenda and party details.
- c. Christie - Send Riley the full year financial summary.
- d. Christie - Send Riley the text of Article 70-604.
- e. Christie - Confirm with the cul-de-sac that our plan is okay.
- f. Bob - Code for the common area locks.

10. NEXT MEETING DATE

The annual community meeting is scheduled for June 26th at 4:00pm.

The board meeting adjourned at 7:08pm.

These minutes were approved by the Board of Directors.

eSignature: Katie Paullin

Katie Paullin, Secretary

8/1/22

Date

Agenda Outline

- 1. Call to Order**
- 2. Roll Call**
- 3. Quorum Established**
- 4. Approval of Prior Meeting Minutes**
- 5. Financial Report**
 - a. Report from Treasurer
- 6. Committee Reports**
 - a. Architectural Review Committee (ARC)
 - b. Common Areas Committee (CAC)
 - c. Social Activities Committee (SAC)
- 7. Old Business**
 - a. Previous action items:
 - i. Riley - Send out the community directory letter.
 - ii. All - Each board member to get a quote from an HOA management
- 8. New Business**
 - a. New HOA leadership.
 - b. Plan annual meeting details.
- 9. Good of the Order and Public Comments**
 - a.
- 10. Upcoming Meetings**