

# Board meeting at CPM

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## Board meeting

### Transcript

The board meeting covered several key points. Dana Henderson emphasized the need for private lot owners to control weeds by May 31 to prevent fire hazards. Craig Hansen discussed the addition of new ACC members and updates on ongoing projects, including landscaping and architectural guidelines. David Swearingen provided updates on recent ACC approvals and ongoing document updates. Craig Hansen detailed the mediation process for the Corino Lane issue, involving multiple attorneys. The board also discussed the possibility of installing no trespassing signs and the importance of community feedback for a new newsletter.

### Action Items

- [ ] @David Swearingen - Reach out to RIA to allow them access to the bottom part of the Corino property to continue work. What kind of equipment and access landscapers will use. Ask Robin Warren's opinion.
- [ ] @Craig Hansen - Provide the timeline information compiled by Laura to the board.
- [ ] @Craig Hansen - Schedule a meeting in June with Paul and Laura to update the Corino timeline.
- [ ] @Craig Hansen – Will contact HOA insurance agent about liability of waterfall and signs.
- [ ] @Mark Wilson – Contact John at CPM about homeowners Past Due HOA Dues and increasing interest or late fees after 6 months.

## Outline

### Treasures Report

- Mark Wilson unfortunately was unable to attend the meeting.
- Craig Hansen presented our first Treasures Report which will be available on HOA Portal with supporting documentation.

- Discussed CPM made final changes to accounting for 2024. Expenses from Reserve transferred to Operating. Reserve funds collected for 2024 transferred from Operating.
- CPM currently has two operating accounts, the results of merging QPM to CPM. Motion is made to eliminate one account and combining all operating funds into one account. 2<sup>nd</sup> & unanimously approved.
- Discussed 7 homeowners Past Due HOA Dues. We'll have Mark sit down with John at CPM to discuss notification or collections
- Our HOA Liability Insurance was paid for 2025, and our 2024 tax return was submitted. Our new local accountant, Brewster LLC, was \$900. This is way under our 2023 cost of \$3000 which was managed by Declarants' Portland Accounting firm.

### **Fire Season Preparations and Landscape Design**

- Dana Henderson emphasizes the importance of controlling weeds on private lots and along the Ag buffer by the end of May to prevent fire hazards.
- Craig Hansen inquiries about John sending out a notice to empty lots, and Dana Henderson mentions it will be included in a friendly newsletter.
- Dana Henderson discusses the high operating costs of the waterfall and the possibility of a landscape design to reduce costs. The idea of landscaping the waterfall is revisited, with a discussion on the potential costs and benefits. Committee members cleaned all the waterfall lights and repaired electrical boxes.
- The committee planted 250 donated daffodils at our three entrances.
- Each month the committee walks through Bella Vista with US Lawns to preview work they have done or needs to be done.
- The landscape committee is seeking volunteers to help with new ideas and cost-saving measures for the community.
- The committee had a work party of 8 homeowners cleaning black berries in our park for 3 hours last Saturday.
- We capped a lot of sprinkler heads that were watering nothing for water conservation expect to save thousands of gallons of water.
- The committee is meeting with Medford Water who review our irrigation system at no charge to the HOA to also help with water conservation.
- Any comments about water leaks, trees falling etc. homeowners should contact CPM.
- There are a few areas that snow damage shrubs along McAndrews and we should consider replanting.
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### **ACC Committee Updates and New Members**

- Craig Hansen makes motion to officially add Tim Rossiter, Brian Winkler, and Mason Hansen to the ACC committee. 2<sup>nd</sup> and unanimously approved.

- ACC and new members had their first meeting last Sunday. They also had their first drive through Bella Vista noting improvements needed to certain homes. CPM will send out notices.
- David Swearingen provides updates on recent ACC approvals, including a remodel on 3617 Camina Drive and new landscaping on 3605 Camina Drive which just sold.
- The ACC is working on updating forms and guidelines for homeowners, with new documents soon to be available on the portal.
- Paul Baker asked if forms and guidelines should be searchable PDF. Eventually all documents will be available in Word or Searchable PDF.
- David Swearingen mentions the addition of stucco as an option for new exterior finishes in the community. Motion made to approve stucco to guidelines, 2<sup>nd</sup> and unanimously approved.
- The importance of maintaining fire safety and keeping weeds under control on vacant lots is emphasized.

### **Homeowner Association Guidelines and Community Improvements**

- David Swearingen discusses the efforts to update and make available new documents on the portal, including the Bella Vista Homeowners Association Architectural Control Committee Guidelines.
- The ACC is working on a new & existing homeowner packet to help new residents understand community guidelines and expectations.

### **Community Newsletter**

- Judy Henderson proposes creating a friendly newsletter to keep the community informed about ongoing projects and community events. Joy Wright will be assisting, and they hope this will be once a month.
- Judy & Joy discussed the importance of community feedback and the potential for new initiatives like installing benches and picnic tables in the park.
- Judy is looking for a volunteer format a Newsletter Template, she & Joy will create all the articles.
- Newsletter will be presented to the board for input before sending.

### **Waterfall Signs**

- The idea of installing no trespassing signs at the waterfall and park is discussed to prevent unauthorized access and protect the community.
- Shelly Haug was concerned about how No Trespassing signs would be received to the public. Maybe consider No Climbing on Waterfall or something similar>
- Craig Hansen will contact the HOA insurance agent about liability and what is needed.

### **Open Forum and Additional Discussions**

- Morgan Butler raises concerns about the board's compliance with legal requirements and the potential liability of past actions.
- Craig Hansen responds to Morgan's concerns, explaining the board's efforts to comply with legal requirements and the challenges of building an HOA from scratch.
- Reasoning for board appointments & changes were discussed on March 12, 2025 meeting and documented in minutes.

**Next board meeting.**

- Homeowner attendance was down to 8 people, so we'll go back to the evening meetings.
- The next board meeting is Thursday June 26, 6:00 pm, at CPM on Black Oak Drive.
- Craig Hansen explains to Zoom attendees why the board is going into Executive Session. To discuss Carino Lane, future mediation, and the process. No motions or decisions will be needed after this session, so thank you to everyone that attended.
- Craig motioned to close board meeting and go into executive session. 2<sup>nd</sup> and unani-mously approved.