

Starwood Board of Directors
Monthly Meeting Minutes
February 28, 2023

1. Roll Call: Jim Porter President, Tina Galloway Vice President, Deb Garley Treasurer, Cheryl Pierce Secretary and Geri Wildenberg Member at Large all present.
2. Review and approve the meeting minutes for the January meeting. Deb mentioned some changes to the heading of the meeting minutes. **Geri made a motion to approve the meeting minutes. Deb seconded the motion with the change of the title. All board members voted in favor of the motion.**
3. President's report: Jim has nothing to report.
4. Vice-President's report: Tina has nothing to report.
5. Treasurers report: Deb read the treasurer's report that will be posted to the website.
6. Secretary's report: Cheryl discussed the need for the association to have a scanner. The ARC committee will be scanning documents for the purpose of the management company to access. **Cheryl made a motion to spend up to \$200 getting a scanner for business purposes of the HOA. Jim seconded the motion. All board members voted in favor of the motion.**
7. Member at Large: Geri has nothing to report.
8. Committee reports:

- a. RV committee: the RV report indicates the RV coral is full and there still is a waiting list.
- b. Landscape report. Scott will continue to work on thinning tree's on the northern section of the neighborhood. The thinning is based on the matrix set by FEMA and Deschutes County.
- c. ARC. Nothing to report.
- d. Safety Committee. Jim discussed the need for a better or larger "no solicitation" sign. There have been some recent issues, specifically, with a solar company going door to door soliciting. **Jim made a motion to spend up to \$400 to purchase a no soliciting sign. Geri seconded the motion. All board members voted in favor of the motion.**
- e. Firewise Committee update. Geri reports that she has not hear back from Firewise. She will try to contact them again after she gets back from vacation.

9. Old Business

- a. Fields and common ground: Tina reports that she has some documents that need to be signed from the Deschutes River Conservancy Instream Leasing Program, a check needs to be included to pay for our water rights. Jim and Cheryl will need to sign this.
- b. Wildfire Fuel reduction: Scott will work in an area by the RV park when the weather improves.
- c. Lawns and landscaping upkeep on members lots for 2023. Jim discussed that CMI will be sending out reminder letters, April 1, 2023, for homeowners previously indicated, to make necessary improvements to their landscaping. A follow up letter will go out May 1, 2023.

10. New Business

a. RV park: Jim sent out a message to the community to get an inspection team together for the RV coral. **Based on the response from that Jim made a motion for Jeannie Malbon, Harry O' Connell and Jim Porter to be the inspection team. Cheryl seconded this motion. All board members voted in favor of the motion. Jim made a motion for to form a policy review committee, headed up by Cheryl, for the RV coral. Deb seconded the motion. All board members voted in favor of the motion.**

b. Fine Schedule: Deb discussed homeowners being late with their HOA dues and in leu of the lawyers approval **Deb makes a motion to have a \$25 late fee penalty and 1% past due payment fee starting in the second quarter. Jim seconded the motion. All board members voted in favor.**

Deb also added that we have 300 days after the end of the year to close the books for the auditors and 2022 has been closed and completed.

11. Open to the floor: No community members had comments or questions.

12. Move to close: **Geri moved to close the meeting. Deb seconded the motion. All board members voted in favor of the motion.**