**Woodburn Estates & Golf**

**Board of Directors Meeting**

February 22, 2022

Approved February 22, 2022

**Sharyn Cornett, President** **Gene Nemish**

Director: Activities Director: Architectural, Real Estate & RV

**Carol Bolton, Vice President** **Sherman Lackey**

Director: New Members Director: Marketing PC

**Sherry Stoneback** **Dennis Griffiths** Director: House

Secretary Jaime Rodriguez Director: Rules & Regulations

**Phil Balogh Ken Bourne**

Treasurer Director: Golf and Green

1:36 pm p.m. **Call to Order**

**Establish a quorum:** Sharyn Cornett, Carol Bolton, Phil Balogh, Gene Nemish, Sherman Lackey, Dennis Griffiths, Jaime Rodriguez, and Ken Bourne

Vacant with notice: Secretary

Additions or corrections to the agenda: Two motions added

**Motions:**

President Sharyn Cornett:

* Motion to approve Karen Linton as Woodburn Estates & Golf representative to the City of Woodburn.
* Motion to approve Karen Linton as ODOT Committee Chair.
* Motion to approve Marilyn Sbardellati as a member of the ODOT Ad Hoc Committee.
* Motion to approve Woodburn Estates & Golf Employees vacation policy as agreed in executive session. Seconded and passed unanimously

Treasurer Phil Balogh:

* Move to approve up to an additional $30,000 for electrical work needed in the clubhouse. Seconded and approved unanimously
* Motion to approve Project Initial funding of the spa and pool repairs in the amount of $50,000. Seconded and approved unanimously
* Motion to approve the treasurer’s report as submitted. Seconded and approved unanimously

Director Sherman Lackey:

* Move to approve $35.00 per month to update Mail Chimp as needed for the Bugle Blast notification to members as we have exceeded the limit for our previous plan. Results: Seconded and approved unanimously

Director Jaime Rodriguez:

* I move to approve Suzanne Lucas as a member of the Rules Committee. Seconded and approved unanimously

**Open Mic:**

Member #1138: Concerns regarding:

* Town Hall – Freedom of Voice
* Committee reports included in meeting minutes
* Holiday staffing versus volunteer staffing

Member #283: New logo design

Member #514:

* New logo design marketing
* Deferred maintenance

Member #1379:

* Food and Beverage Manager
* Restaurant rent based on gross receipts

Member #858: New logo design should have received three bids for a vote

Meeting minutes were seconded and approved.

**New Business:**

Town Hall Meeting Auditorium February 26th, 2022, 1:00 pm to 3:00 pm

Meeting adjourned 2:35 PM

Respectfully submitted

Carol Bolton

Vice President

Woodburn Estates & Golf

Attached documents:

Treasurer Report

Committee Reports

**Attachment: Treasurer Report**

**Committee Reports**

**Treasurer Report: Phil Balogh**

Treasurer and Budget Committee Report February, 2022
 Operating Fund: $723,238
 Reserve Fund: $1,005,238
 Working Capital Fund: 0
 The Budget Committee met January 16, 2022, reviewed January operating statement and Balance Sheet results, as well as Reserve Fund. Discussed amending Reserve Budget.
 January is too early to tell annual trends but so far expenses look on track. We had high expenses in labor due to employee retirement payout, and a payment of the balance of 2022 property taxes. These expenses will even out on the budget as the year goes on. Other expenses look on target for the season. We will be watching revenues closely, but it is too early to tell how we are tracking.
 Reserve Fund remains strong. We will be submitting an amended budget as soon as all pool and spa repair costs are in. It looks like we should be able to accomplish the Reserve Study items and the pool costs, with the exception of the gazebo. We will have to budget additional funds for electrical work, and some cart path repair since we no longer have a designated cart path fund.

**Activity Committee: Sharyn Cornett**

We met beginning of this month. Discussed opening coffee hour. We will discuss again at March meeting. Covid rules seem to change every 2 weeks. The mask mandate may change, and things will be different again.

The puzzles are now in the puzzle room in the dining hall.

We will be starting to collect hygiene products to give out to people in need. Aware food bank or kids leaving McClaren facility. The box will be at the office entry.

Please continue to read N&V for updates.

**Architectural/RV: Director Gene Nemish**
 **RV Lot**
 Item A - Alarm system requires correction of signal strength as the current setting is low and causes false alarms.
 Item B - Several spaces have RV’s in them that cannot be moved, correction information has been sent to the WEG office for action on these spaces.
 Item C - Camera system failure
 **Architectural Requests**
 Item A - Utility building motion was withdrawn due to Rules & Regs with the concurrence of an HOA review expert stating Article 3 G does not overrule Article 3 F.
 Item B - I wrote an article for the News & Views stating the reasons I withdrew the utility building motion from consideration. The committee voted to ‘OK’ N & V publication.
 Item C - The only way forward is that it must be taken to the members. An AD-HOC committee could be set up to present this option to the association members.
 The option is this: change wording or add declaration changes to wording in those two articles.

New Members / Real Estate: Director Carol Bolton
The Membership Committee had one meeting this past month and are planning a fun new member meeting in April. Thank you to Nancy Dale for your suggestions and insight for this event!

As of February 17, 2022 we have:
 6 Active listings – Prices range from $299,000 to $362,900
 3 Pending Sales – Prices range from $297,000 to $319,900
 6 Homes Sold – Prices range from $279,500 to $299,900
 The total homes sold are in the month of February.
 I would like to thank Carol Wellington from McCully Realty for providing this information.

**Rules and Regulations: Director Jamie Rodriguez**

For discussion:
 Electronic payments: Bylaw 9.3-2 Fees shall be paid on an annual (January 31) or semi-annual basis (half January 31 and half July 31) but may be revised by the Board of Directors. Electronic payments shall have options for: monthly, quarterly, semi-annual, or annual. Homeowners must be given thirty (30) days written notice of any change in due dates.
 Complaints

-- Phone call regarding reduced facilities hours w/o enough time for members to adjust or have input. Replied that not enough members were using 5am -7am hours to justify costs.

-- Wondering cats pooping in neighbor's yard. Hoarding of cat's accusation in a garage.

-- The written complaint that was hard to read was forwarded to me by front office. I will large print and hope to address the matter.

**House Committee: Director Dennis Griffiths**

The highest priority of the House Committee at this time are the structural issues in the area of the Spa including those areas immediately adjacent to the Spa including the swimming pool. It appears that the issues are from the foundation (in some matters, even below the foundation) up to and including the roof – in one area, three roofs. Several machinery items are in such bad condition that they will likely need replacement other than repair. Corrosion is rampant on much of the equipment.

During a recent inspection, acrid chemical odors were so strong as to cause coughing. Foundation areas were seen to have substantial deterioration. Some foundation concrete appeared to have considerable amounts of gravel mixed in while other areas none appeared. What used to be an exterior wall is now within a wall and the old exterior wall material is substantially rotted. An overhead beam appears to be too weak and too long to support the roof area it is currently supporting.

A wall and foundation that was originally meant to support one roof now supports three roofs – not three sets of shingles, three complete roofs. Some of those added roofs appear to have been built with smaller beams than standard and in one case a portion of one was pulled out merely by hand.

In the area of the spa itself, it was recently discovered that there is a void under the concrete. How the void came to be is unknown as the concrete had to have originally been poured upon a solid surface – that subsurface no longer exists.

The above is only a partial list of the serious issues in the spa and pool area. Until the full extent of the issues is known, the engineers will not be able to give us a reliable proposal as to how to affect repairs or if the best solution is to raze or convert the current structures to new uses and build new facilities. These issues also hold up financial planning as we are looking at very large expenditures.

There are, of course, other issues in other buildings which have been addressed such as the work that was recently done in the restaurant kitchen, sprinkler system repair, roof leaks, and determination of mold inside some wall areas.

We are looking at installing a Golf Simulator in the golf lounge which would allow a person to play up to 93 of the top golf courses in the world. One of the WEG members would pay all costs of the initial installation and be repaid by the fees from the use of the simulator. This project is still in the planning stage and more information will be given as the plan progresses.

The House Committee finds it has many projects awaiting its attention. It is in the process of prioritizing these projects with the safety of members as the number one consideration. We are working closely with WEG Maintenance and the General Manager on all these matters. We also are hand-in-glove with the Treasurer as all these matters have a substantial financial impact to WEG.

**Report of the Marketing PC Committee for Feb 2022**

Also attending were Chip, our golf pro, and Drew our GM. Various topics were discussed in regards to News and Views and the WEG website. A picture in the slide show that opens on the main page was removed because it was not a picture of a house within the HOA. The committee had a long discussion with Chip and Drew regarding marketing. Action items:

1. Allan will investigate rebuilding the member login for the website. The current member log in is becoming unstable and causing members issues. We will have a News and Views and a Bugle Blast to alert members before any action on the member login is done.
2. Sherman will contact Phil regarding collecting HOA dues payments electronically via the member area of the WEG website. Some additional research on how the back end of such a method would work with the accounting software we currently use is also in order.
3. Sherman to make a motion at the next board meeting to upgrade the Mail Chimp because we are nearing the top end of the free usage, and we have over 600 members signed up for the Bugle Blast. We knew this day was coming, now it is here.
4. Discussed how to make the pictures of the HOA board on the website all 300X300 pixels without distortion. We will be looking for a photographer volunteer, and research some equipment needs in this regard.

End of report for the marketing PC Committee submitted by Sherman Lackey, Chair Marketing PC Committee.