Meeting started at 7:08pm

Previous meeting minutes were approved

**Board Member Reports**

Eric -

* Reserve study - costs between $3,000-6,000: we have never had one done, would help us evaluate increasing HOA dues

Mikaela -

* Will meet with Christian (yard care service provider) and discuss expectations, license, rate
* Contacted Green Thumb, Pristine Landscaping and a few other yard care companies for quotes including adding in bark chips to walking path
  + Expect a startup fee for getting green areas back up to good condition

Arthur - CC & R approvals

* Tree removal at 750 Van Buren
* Reroofing at 824 Van Buren Dr.

Tracy -

* The budget currently doesn’t have a line item for taxes, which needs to be added in
* Bookkeeping fee increased
* Storage unit fees went up $26 this year
  + Buying our own shed would cost $13,000+
  + Will check on using a smaller unit in April when the board meets there
* Our accountant has us paying $144 for advertising - Website

Valerie -

* Joe & Janet have already moved all of the HOA items to the storage unit
* Reviewed potential rules for HOA’s Facebook account
* Per ORS 65.771 rules, HOA minutes need to be kept for 3 years, financial statements kept for 3 years and records of any action taken without a meeting have to be kept permanently

**New business:**

* Approved Official Woodhaven Estates Facebook group
* Approved meeting frequency change to quarterly with January’s meeting continuing as the annual financial meeting
  + working board meetings in-between
* Approved our annual garage sale to be put on sometime in May or June, not on a Holiday weekend
* Increasing dues - how much? Reserve study?
* Going paperless - get an email for every household
* Create a quarterly HOA newsletter

**Action items:**

* Eric:
  + Check on what percentage of homeowners need to sign off on (possibly) selling the basin
* Mikaela:
  + Check on second Backflow testing
  + Check back with city about selling the basin
  + Look into buying a lock for the water valves
  + Meet with Christian and discuss yard care
  + Will respond to the complaint about the beauty strip having weeds
* Tracy:
  + Will call electric company and ask for breakdown of bill
  + Will call accountant about $144 advertising fee
* Valerie:
  + Make an official Woodhaven Estates Facebook page, will revisit in September
  + Website:
    - Make a Welcome! Section
    - Post Board members photos, first names, positions
    - Calendar of events
  + Check on fees for possible credit card payments for HOA dues
  + Update October 2021 minutes to include approved budget

**Planned Events:**

* + SAVE THE DATE! Woodhaven Annual Garage Sale, June 11th-12th.

Meeting adjourned at 8:07pm

Next meeting will be Wednesday, June 8th at 7pm.