

All- Please see the following 3/21/21 meeting minute changes in **Red**. I apologize for not getting this out sooner.

### **GENERAL INFORMATION:**

John Burns resigned as Treasurer effective 3/20/2021.

Mike Armstrong and Alice Swanson reported that the update of the FRE HOA website is 60% complete.

- Action Item: **Alice Swanson with Mike Armstrong** will write up instructions on how to upload minutes and financial statements to the website. Due Date: Upon completion of the website move to the new platform.
- Action Item: **Alice Swanson** to research different roles to preserve the website but have other Board Member upload documents only. Due Date: Upon completion of the website move to the new platform.

It has been confirmed that 9770 is the correct code to open the gate to the alternate fire escape route. Be sure to press the keypad firmly.

### **DECISIONS:**

The HOA savings account needs to be closed to avoid future penalties. The bank signature card needs to be updated to exclude Aaron Francis, former secretary, and John Burns, former treasurer, and include Kay Korzun, current secretary. If there is still a line of credit, it needs to be closed.

- Action Item: **Mike Armstrong** to make the banking changes described above. Due Date: Next working meeting

**\* FRE HOA checks must now have two signatures. If a reimbursement check is payable to a Board Officer, it cannot be signed by that Officer.**

**-The HOA Board vote was as follows;**

Mike Armstrong - Yes

Gene Constant - Yes

Neal Ehlen - Yes

Kay Korzun - abstain

**\*The FRE HOA 2021 budget was passed. Please see attachment.**

**-The HOA Board vote to pass the budget was as follows;**

Mike Armstrong - Yes

Gene Constant - Yes

Neal Ehlen - Yes

Kay Korzun - Yes

**\*The portion of the budget specifically regarding FRE HOA annual \$5k contribution to the FRE SRD (including \$5k for 2018-2019 and 2019-2020)**

**-HOA Board vote was as follows:**

Mike Armstrong - Yes

Gene Constant - Yes

Neal Ehlen - Yes

Kay Korzun - No

### **PENDING DECISIONS:**

Per Oregon statutes ORS. 94.675 HOA needs to insure common property (FRE mailboxes). There was also a discussion about the need for liability insurance to indemnify the Board. Additional research and discussion needs to occur. NOTE: The estimated cost of an insurance package has been included in the 2021 FRE HOA budget.

- Action Item: **Mike Armstrong** to research a comprehensive insurance policy. Due Date: Next working meeting

Determine how best to handle website access to change design, upload minutes, and financial reports.

### **ISSUES:**

Neal is having difficulty identifying new HOA lot owners and their contact information.

- Action Item: **Neal Ehlen** to give Kay the list of lot owners he has so far. Due Date: Completed.
- Action Item: **Mike Armstrong** to give Kay the list of lot owners he has so far. Due Date: Completed.
- Action Item: **Kay Korzun** to get email list from John Burns that was used in last year's officer election. Due Date: 4/1/21
- Action Item: **Kay Korzun** will reach out to missing lot owners via US mail using DIAL for their lot information. Due Date: 4/15/21.

**ADDITIONAL ACTION ITEMS:**

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- Action Item: **Gene Constant** to clarify ½ mile package delivery requirement with Post Office. Due Date: 3/26
- Action Item: **Mike Armstrong** to send Board questions to Caleb Wilson (HOA Attorney) to see if he is still interested in appearing at the next working Board meeting. Due Date: Next working meeting

**COMPLETED ACTION ITEMS:**

- Action Item: **Gene Constant** to research mailbox ownership with Post Office. Due Date: **Complete** - Gene confirmed with the USPS that FRE owns our mailboxes.
- Action Item: **Board Members** to send questions to **Mike Armstrong** for submission to Caleb Wilson prior to Caleb attending an upcoming HOA working session. Due Date: Complete

**ATTENDEES:**

Mike Armstrong, Kay Korzun, Gene Constant, Neal Ehlen, Alice Swanson, Bill Swanson, Aileen Winge, Ken Douglas, Charlie Mongue

**BOARD MEMBERS CONTACT INFORMATION:**

Name	Position	Address	Telephone	Email	Term Expiration
Mike Armstrong	President	15165 Yellow Pine Loop Bend, OR 97707	541-480-7892	<a href="mailto:armstromike@gmail.com">armstromike@gmail.com</a>	6/1/2022
	Treasurer				
Kay Korzun	Secretary	15002 River Loop Dr. W Bend, OR 97707	503-329-5823	<a href="mailto:kkorzun@hotmail.com">kkorzun@hotmail.com</a>	6/1/2021
Neal Ehlen	Director at Large	54829 Mountain View Rd. Bend, OR 97707	503-981-0010	<a href="mailto:maxhaley@ykw.com">maxhaley@ykw.com</a>	6/1/2022
Eugene Constant	Director at Large	P.O. Box 3022 Monterey, CA 93942	415-971-6116	<a href="mailto:eugene@ansavoice.com">eugene@ansavoice.com</a>	6/1/2022



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