



**Oceanside Estates Homeowners Association
Minutes of Board of Directors Meeting
04/29/2021**

Minutes of the Board of Directors meeting of the Oceanside Homeowners Association, Brookings, OR, held at 6:00 p.m. on April 29, 2021 via Zoom.

Board member Szanto served as the temporary chair for this meeting.

1. CALL TO ORDER

Board member Szanto called the meeting to order at 6:01 p.m.

2. ROLL CALL

Board members present:

- Board member Aaron Horton
- Board member Jim Turner
- Board member Edit Szanto

Seven HOA members were also present.

3. QUORUM OF DIRECTORS

All three Board members were present; quorum was established.

4. APPROVAL OF THE AGENDA

The agenda was e-mailed out to Board members prior to the meeting. Motion made to approve the agenda and duly seconded. Motion carried 3 to 0.

5. NEW BUSINESS

A. **Election of Officers** – The Board of Directors elected, from among the Directors, a President, a Treasurer, and a Secretary.

- a. **Aaron Horton was elected President:** Board member Horton was nominated for the President position; he accepted the nomination; there were no other nominations for President; Motion made to elect Board member Horton as President and duly seconded. Motion carried 3 to 0.
- b. **Jim Turner was elected Treasurer:** Board member Turner was nominated for the Treasurer position; he accepted the nomination; there were no other nominations for Treasurer; Motion made to elect Board member Turner as Treasurer and duly seconded. Motion carried 3 to 0.
- c. **Edit Szanto was elected Secretary:** Board member Szanto was nominated for the Secretary position; she accepted the nomination; there were no other nominations for Secretary; Motion made to elect Board member Szanto as Secretary and duly seconded. Motion carried 3 to 0.

B. **Appointment of Design Review Committee members** – The Board of Directors appointed three members of the Design Review Committee.

- a. Motion made and duly seconded for the three Board members to also serve as the three members of the Design Review Committee. Motion carried 3 to 0.
- b. The three members of the Design Review Committee are: Aaron Horton, Jim Turner, and Edit Szanto.

C. **Designate Registered Agent, Principal Place of Business, mailing address**

- a. Motion made to designate Board member Turner as Registered Agent and duly seconded. Mr. Turner consented to the designation. Motion carried 3 to 0.
- b. The principal place of business and mailing address for the HOA will be Mr. Turner's residence at: 96412 Oceanside East Drive, Brookings OR 97415.

D. Information only item: **Review of HOA's insurance policy**

- a. The policy had already been renewed until 04/2022.
- b. Do we have the proper kind of coverage and the proper amount?
- c. Board member Szanto volunteered to review the policy with the insurance agent.

E. Information only item: **HOA policies and practices** with regard to enforcing its remedies against Members for defaults in payment of all types of assessments

- a. No HOA policies have been found in the HOA records.
- b. Late fees have been \$100; no information on when late fees are added
- c. The HOA has been placing liens on the properties of members who have not paid their dues (dues, late fees, attorney's fees)
- d. Board members will develop policies pertaining to late fees/liens and other items and will communicate those policies to the membership.

F. Information only item: **HOA rules and regulations**; Design Review Committee rules, regulations, and procedures ("Design Guidelines on Construction and Regulations")

- a. No HOA rules or regulations have been found in the HOA records.

G. **CC&R (Declaration) and Bylaws amendments and restatement**

- The motion was made and duly seconded to put to a vote of the HOA membership a proposed amendment to Article XV, Section 1 of the Declaration/CC&Rs to change the minimum percentage of votes required to amend the Declaration/CC&Rs from 90% or more of total votes to 75% or more of the total votes. Motion carried 3 to 0. Board members will notify members, develop the ballot, and facilitate the vote.
 - **Current language:** The Declaration may be amended only by affirmative vote of the Owners representing ninety percent (90%) or more of the total votes of the Association.
 - **Proposed language:** The Declaration may be amended only by the approval of Owners representing seventy-five percent (75%) or more of the total votes of the Association.

H. **Online voting/Electronic ballots**

Based on the survey results, most members prefer mail-in ballots and online ballots. This service is available to HOAs, where companies, for a fee, can set up the online voting based on the information received from the HOA (list of members eligible to vote, ballot items, etc.).

I. Information only item: **Safety and liability**

- a. Beach access pathway, common property signage (private drives and beach access pathway), chain or gate on South Drive and North Drive. Discussion about liability if the HOA does not install signs notifying the public to keep out; the cost of the signs; including the cost of the signs into the budget. Discussion on whether the main "Oceanside Estate" signs should be restored/replaced or scrapped altogether (not a priority). The need to fill in holes on Oceanside East Drive after the gate posts were removed.
- b. HOA neighbor disputes
The HOA is not the police and we are not peace keepers. In case of emergency or when members' health and safety is in danger, call 911.

Oceanside Estates is not a gated community, does not have security guards, does not promise HOA members to ensure their security. It is not the HOA's role to mediate all disputes between neighbors.

Discussion on when the Board should and should not intervene. If the dispute involves a specific alleged violation of the CC&Rs, it is an HOA issue, and members file a complaint with the HOA. In addition to the CC&Rs, the HOA also considers federal law when determining whether or not to intervene.

HOA members are encouraged to work out their differences in a calm, polite, and civil manner.

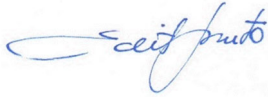
- c. Cars parking on Oceanside East Drive; for example a red truck and a black car. Board member Turner volunteered to talk to the renter(s) in question.
- d. Renters and violations of the CC&Rs. Discussion about what the HOA can do to ensure that renters comply with the CC&Rs.

- **NEXT MEETING DATE**

- A. The next Board of Director's meeting was set for Thursday May 13, 2021 at 6:00 p.m. via Zoom.

- **ADJOURN**

- B. The Board meeting adjourned at 7:11 p.m.



Edit Szanto, Secretary

04/30/2021
Date approved by the Board