



**Sage Woods HOA** BOX 946 Sisters, OR 97759 [www.sagewoodshoa.com](http://www.sagewoodshoa.com)  
[sagewoodshoa@gmail.com](mailto:sagewoodshoa@gmail.com) [sagewoodsarch@gmail.com](mailto:sagewoodsarch@gmail.com)

2/23/2023 Best Western Ponderosa

6:30 pm meeting called to order with the following Board Attendees:

Scott Mateson

Ian Reid

Rod Gunson

Francie Peterzen

Maureen Schmidt

Mimmi Walther

Members at large attendees:

Steven Peterzen

Motion to approve the minutes from the 12/19/22 meeting – motion and approved

Treasurers report to date of funds available in checking and road reserve savings, and review of expenses to date. Proposed to move \$30,000.00 from the checking account to the Road Reserve savings account. Discussion – Motion and approved unanimously to move \$30,000.00 from checking to savings.

Review and discussion of the 2023 Budget. Since the line item for attorney fees at \$5,000.00 is new for 2023, we discussed the scope of work expected. Motion to approve the 2023 Budget, motion and approved unanimously.

Code of conduct expectations. There is a need to clarify meetings and how they are to be conducted. Types of meetings are annual, special, board, committee, and AC. Anyone attending, including members can vote at annual and special meetings. At board meetings, only board members can vote, the meeting will be conducted without interruption. Time for questions or comments by members will be allowed at the end of the meeting. Committee meetings including Architecture meetings can include committee members and any other members who have an interest in attending.

Discussion of the review of the conflicting language in the Bylaws ensued. It was agreed that clarification is needed for types of meetings and the appropriate notification process. Scott will ask for Attorney review of this issue.



Ian asked for one additional speed limit sign to be replaced. Cost to be approximately \$250.00. Motion to approve presented and seconded.

Ian proposed that we consolidate documents into a digital archive to assist future boards and transitions moving forward. Ian and Francie will work on this project to organize through Dropbox.

Ian provided information on the recent seminars held by Harker Lapore regarding HOA Boards structure and authority, fiduciary duties, Roberts Rules, voting rules, executive session, success through communication. Suggested surveys to owners prior to the Annual meeting.

Spring cleanup – Maureen proposed curbside pickup, and has submitted an application for additional grant funds to assist with cleanup. We agreed to cleanup the broken down cedar split rail behind the sign board and at each corner of Sage Woods Lane and Tumble Weed, and remove broken bullard posts, fill the pot hole at the same corner. We will send notices to members and ask assistance with the cleanup.

Secure paving for Pine Street. We need to get an updated bid from TriCounty Paving, mail letters to the three homes on Pine Street that are not members of the association.

Architectural Committee update. Each Board member was given a list of all projects through 2022 and so far for 2023. There is one pending application that is needing a completed plot plan.

Francie presented the results of research on Property management companies. A list of services provided were read and there was brief conversation of the pros and cons. Cost is between \$600 and \$900 per property per year. No action taken at this time.

Feedback on the tree trimming and cleanup project has been mostly positive. There was only one complaint received via email. That email and questions from Susan Utterback were read at the meeting. Answers to each question and comment was provided and will be emailed to her in response.

In final comment, Ian requested that we consult with the Attorney about getting the CC&R document recorded.

A motion to adjourn was proposed and seconded.  
The meeting concluded at 8:30 pm