



MINUTES

**The Lodge (Retirement Facility)
411 E Carpenter Ln, Sisters, OR 97759**

January 7, 2024 2:00pm

Meeting called to order: 2:00pm

Board Members in attendance Steve H., Stuart H., Dana L., Maureen S., Teri R., Barbara

T.

Others Present (see sign in sheet)

Administrative items:

- Nominations for Officers: Dana L. nominated Steve H. as President, Steve H. nominated Stuart H. as Vice
- President, Stuart H. nominated Maureen S. for Secretary, Stuart H. nominated Dana L. as Treasurer.
- Introductions of present board members. Holly L. is also a newly elected board member
- Approve minutes of October 7, 2023, (Approved as written)
- Approve minutes of November 29, 2023 (Approved as written)

Action Items

- Appoint Architectural Committee member. Must be an HOA board member. (1) Dana L volunteered to be on Arch. Comm. Seconded by Stuart H. All approved.
- Lot 42 Commercial Business - Proposal received from Juniper Ridge. Additional research from Deschutes County planning with residential zoning RR10 does not allow a kennel in that land use type. Stuart H. advised communication was directly from Deschutes county in an email. Stuart H. advised the homeowner to check with Deschutes county. Dana L. advised homeowners to verify with Deschutes county planning for the property and the property location to allow commercial business. RR10 is a residential zone per Deschutes County planning. Noise level discussed and owner advised Sage Meadows uses a sound monitoring device for the pickleball court. Steve H. advises that this is currently a commercial business which is in violation of the CCRs. Motion to table decision to next meeting. Seconded by Dana L. All approved
- Locating new CPA - Holly L. sent some CPA contacts. Research is underway. Current CPA, Kenneth Ribb, retired at the end of 2023. Capstone cost is around \$1000. Steve H. Motion to approve Stuart H. for research for new CPA. Seconded by Maureen S. All approved.
- 2024 Dues Tracking - Dana L as current treasurer is tasked in the tracking
- Banking Transfer - Meeting set of old board members and new board members to transfer account ownership

Information Items:

- Firewise 2024 Update - Firewise application for 2024 was approved. Firewise Action Plan is due Summer 2025, New Firewise Assessment due 2027. Did not receive funds for Fall 2023 grant application reason stated that Sage Woods HOA has received the funds the last couple times. Reminder that an event or community education outreach must be completed in 2024 to maintain our Firewise designation
- Architectural Committee Update - Website updated and streamlined by Kathie for architectural committee applications



Good of the order:

- France P. inquired if the HOA board is able to approve a commercial business without an approval from all the board members. Has this been consulted with the attorney? Response is that the decision to be tabled at the time and will be taken into consideration. Francie P. advised that this came up previously and the outcome was that the HOA board did not have the authority to approve a commercial business without an approval from all the board members. Francie P. advised use permits require notification to residents within a certain distance of the address of the permit.
- Scott M. thanking everyone for taking over and grateful.
- Francie P. available to answer any questions for the new board.
- Kathie asking about account information for the website
- Steve advised that he is unable to get into the sagewoods hoa email at this time. Discussion on troubleshooting access.
- Mailbox key given to Terri R., Sage Woods HOA board member, to check and distribute mail as needed. Advised that a contact may need to be updated on the PO Box.
- Francie P. advised Sage Woods HOA Property Tax is due each year
- Firewise sign update - 1 is up and the remaining one is with Ian R.
- 20 mph sign - check in with Ian R.
- Neighborhood Flyer - it is appreciated. Scott M. advised that he had been doing that and hasn't gotten to it.
- Discussion on Amendment of CCRs - remote method available to attendees to board meetings to allow zoom, skype or other way to join in
- Bylaws need cleaned up and revised
- Maureen S. will send meeting minutes to Kathie to post

Adjournment: 2:42pm