

THE NEW PROPERTY OWNERS' ASSOCIATION OF NEWPORT, INC.

Minutes of Board of Directors Meeting

September 27, 2021

Call to Order

A Board of Directors meeting of The New Property Owners Association of Newport, Inc. (the "Corporation"). was held on September 27, 2021, beginning at approximately 5:12 p.m. Those directors in attendance were Kim Davila, Gerald Kelley, Jeff Stilwell, Rebecca Sharp, and Eileen Fashoro Carol Jones, General Manager was also present.

Norman Outley was absent. Nancy Gaudet was absent and gave her proxy to Jeff Stilwell.

Minutes

A motion was made by Jeff Stilwell to approve the August 19, 2021, minutes. The motion was seconded by Rebecca Sharp. The motion passed unanimously.

Financials

The manager presented the August 2021 financials. A motion was made by Jeff Stilwell to approve the financials as submitted. The motion was seconded by Gerald Kelley. The motion passed unanimously.

Items for Discussion/Action

1. A motion was made by Jeff Stilwell to approve payment not to exceed \$6,700 representing fifty per cent (50%) of the bid from Professional Utility Services to plant eighty trees in the medians and common areas of Newport. The motion was seconded by Eileen Fashoro. The motion passed unanimously.
2. A discussion was held regarding reviving the lake and river committee. Director Kelley would look into the matter.
3. A discussion was held regarding reviving the Crime Watch Committee. Director Davila will start quarterly meetings beginning in January 2022.
4. An update of Newport Court merging with the Association was given. They are currently gathering the ballots.
5. A discussion was held regarding upgraded software to more efficiently manage the community. It was decided to look into other software designers and existing hoa software.

Manager's Report

1. **Statements mailed**
2. **Parking lot lights update**

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3. **Tree Removal – Alex is almost finished with taking down dead trees in medians and lake and river parks**
4. **Newport Blvd entrance – Alex is checking out the irrigation and then we are going to do some low planting for the remainder of this year**

ACC

A motion was made by Jeff Stilwell to amend Section 24.6 of the ACC Guidelines to read: "Holiday lights and decoration may be placed thirty (30) days before the event without ACC approval and must be removed within seven (7) days after the event;". The motion was seconded by Eileen Fashoro. The motion passed unanimously.

The President appointed Richard VanTries to serve on the Architectural Control Committee for the remainder of this year.

Deed Restriction

Kim Davila, Chairman reported there were 231 violations last month and 88 had been closed. Most of the violations are for yard maintenance, miscellaneous items in public view, boats and trailers.

Security

There was a discussion regarding adding a fifth deputy to our contract so that we could have 100% coverage. A schedule had been submitted by the Sheriff's office to accommodate this. Director Davila will review the schedule and make a recommendation to the Board at the November meeting. The manager reported that adding a fifth deputy is included in the new budget should the Board elect to proceed.

Executive Session

There was a budget review and workshop during executive session.

Following executive session, the following motions were made:

A motion was made by Jeff Stilwell to set the assessments for 2022 at \$55 per month. The motion was seconded by Rebecca Sharp. The motion passed unanimously.

A motion was made by Jeff Stilwell to accept the 2022 budget as presented. The motion was seconded by Rebecca Sharp. The motion passed unanimously.

The Board will discuss capital expenditures at a later meeting.

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Old Business:

A motion was made by Jeff Stilwell to proceed with obtaining engineered plans and survey to add an additional 1600 square feet to the management office with the cost not to exceed \$10,000. The motion was seconded by Eileen Fashoro. The motion passed unanimously.

A motion was made by Rebecca Sharp to amend the Employee Handbook to include holiday pay and PTO for part-time employees. The motion was seconded by Gerald Kelley. The motion passed unanimously.

New Business:

A discussion was held regarding the possible management of Fairway Port Condos. It was decided that we do not have sufficient staff to undertake this management at this time.

Next Meeting:

The next meeting with at 5 pm on October 14, 2021 with a homeowner hearing at 6 pm, followed by quarterly meeting at 7 pm.

Adjournment

There being no further business, upon motion made by Jeff Stilwell and seconded by Rebecca Sharp, the meeting adjourned at 7:11 pm.

Respectfully submitted,

Carol Jones,
General Manager

APPROVED:

Nancy Gaudet, Secretary