

Type of Meeting: Monthly Session

Meeting Facilitator: Richard Simpson

In Attendance: Royce Chambers, Pam Edwards, Kaylea Jackson, Richard Simpson, Jason West

- Meeting minutes approved from the December 8, 2021 meeting. Correction needed of Pam Miller to Pam Edwards needed in three places. Once those changes are made, motion to approve by West, seconded by Edwards, approved unanimously.

#### HMR Requests

1. 1017 Steamboat Dr (Bautista) approved by Chambers, documents signed and delivered to homeowner
2. 1130 Grouse Ridge (Conway) approved by West, full board consensus to approve
3. 917 Rustler Peak St (Williams) approved by Chambers, documents signed and delivered to homeowner

#### Landscaping

- Motion by Simpson to create proposal (not to exceed \$2000) for assessment of ground cover, trees, and irrigation schedule by Tom Madera Landscape, seconded by West, approved unanimously.

#### Discussion Items

- A cost proposal for website creation will be obtained and sent to board for motion to approve creation of website that will be owned by all board members and passed to future board members
- Simpson and Jackson are now officially listed with the Oregon Secretary of State as the President and Secretary (respectively)
  - Simpson has provided signature to Banner Bank authorizing new Signatories and Jackson will provide signature by end of week. Once complete West, Chambers, and Simpson will be fully authorized signatories on JONA bank account
- Meeting with Tammy Hastings will be held to get final information on 2021 budget. This information will be used to create budget for 2022

*Jackson Oaks Neighborhood Association*  
*Executive Session 01/05/2022 6:30PM*

- If a homeowner has a complaint that they would like the board to address, a formal request will be submitted, and the board will follow-up

Action Items required before February 2<sup>nd</sup>, 2022:

1. Jackson to provide signature to Banner Bank for authorization of new signatories
2. West to obtain website proposal
3. Chambers to transfer funds from savings account to checking account to pay landscapers
4. Wet to meet with bookkeeper to obtain final financial information for 2021
5. Simpson to obtain landscape assessment proposal from Tom Madera Landscaping
6. Edwards to obtain City of Central Point regulations on solar panel installation
7. All members will vote to create an official policy on solar panel installation requirements at next meeting

Next Meeting:

February 2<sup>nd</sup>, 2022 at 6:30pm

Simpson to send agenda and meeting invite