

Coyote Springs Community Association

Annual Meeting February 1, 2025

Held in person at Sisters Firehouse, Community Room.

In Attendance:

Jill Meeuwsen/ Chris Brewer

Tammy & Kelly Martin

Robert & Jackie Wright

Allan Elliot

Sarah McDougall

Ann & Tommy Thompson

Dave & Lynn Virtue

Ken Wells

Linda Wolff

Carolyn & Greg Loving

Larry Sebastian

Naomi Scarberry/ Mark Ellington

Scott Dahlberg

Andy & Nancy Hoffman

Kathy & John Miller

Anita Torrano & Chris Mills

Prudence Lay

Robin Lewis Kane

Due to last year's issues with Zoom and internet challenges there was not a virtual option to attend the meeting.

Moving forward there will Action items noted at the bottom of the minutes. Please be sure to review as there are specific actions from the HOA Meeting.

Call to Order

1. First Order of Business- Board Seat
  - a. Jill Meeuwsen's term ended December 31, 2024, and a successor is needed to fill the President role. To date there has not been any volunteers to fill Jill's role as President. The Chair asked if there was anyone interested in volunteering for the role and John Miller volunteered. The majority of the homeowners in attendance voted for John Miller's appointment as President including Board Members Tammy Martin & Chris Mills.
  - b. The Board will work with the incoming and outgoing leadership to ensure a smooth transition of the President role.
2. Finance

- a. The HOA President, Jill Meeuwsen, sent out the Annual HOA Financials in conjunction with Treasurer, Tammy Martin, on Friday January 31<sup>st</sup> at 12:30pm.
- b. Jill Meeuwsen asked if there were any questions on the financials provided.
- c. Prudence Lay noted that she had some questions but mentioned that she didn't want to derail the meeting. The Board stated that it was fine to bring up her questions as this point in the meeting.
- d. Prudence Lay had questions on the financials and cash balances in reserves.
- e. Allan Elliott mentioned that he also had questions concerning the financials.
- f. At a point in the discussion, there were heated exchanges between some homeowners directed at the Board. Jill Meeuwsen exited the meeting and did not return. Shortly thereafter, Sarah McDougall stepped up in support of the Board as volunteer community and asked for the group to provide neighborly respect to all. There was a suggestion raised by Naomi Scarberry due to the multiple conversations and cutting homeowners off during the HOA Meeting that homeowners raise their hands to speak and allow a person to speak when they have the floor. This has been put in the action plan below moving forward tied to meeting protocol
- g. Suggestions were made to have an outside 3<sup>rd</sup> party audit of the financials. The Board asked if there was anyone who might be able to help review the financials or recommend someone to review.
  - i. The Homeowners voted if they wanted an outside party to review and 15 of 25 homeowners voted FOR. However, it was mentioned that there was not a proxy document with the meeting agenda, so recommended that we might need a special session in May to get proxy representation or more attendance to have the 46 homeowners accounted for in voting.
  - ii. Naomi Scarberry mentioned that the HOA for 4 Sister Lodge Condos had some challenges with HOA processes and consulted with a Management Group to address. The Board was amenable to reaching out that HOA President to understand what learnings can be shared between the two HOA. Naomi agreed to link with the 4 Sisters Lodge HOA President to see if she was willing to connect with our HOA Board.

### 3. Firewise

- a. Dave Virtue provided a Firewise 2025 Committee Report document and copies for all homeowners at the meeting. It was put together by the Firewise Committee, led by Scott Davidson. The document specifically notes that Coyote Springs received its renewal approval as a Firewise community for 2025. This is due in part to the great response of the community to work on defensible space, yard maintenance and mitigation.
- b. For all homeowners - In the Firewise document, and verbally in the meeting, the ask is to continue to work on defensible space, like was done in the previous year and estimate costs associated with that. In addition, homeowners need to estimate the volume of flammable material removed in cubic yards (rule of thumb is your yard waste container is about ½ cubic yard). The report also

references the LA fires and impact of blowing embers and recommended actions. This is included in the Action items below.

- c. Dave Virtue mentioned they are working to provide Vendor information on the Coyote Springs website for anyone interested. [www.coyotesprings.org](http://www.coyotesprings.org)
- d. In addition, there were discussion on home insurance cancellations due to fire risk assessments by insurance companies. The is an action item below.
- e. Allan Elliott spoke about plants that met the guidelines for fire safety. He referenced a list that is on the Firewise site on the Coyote Springs website for all homeowners' reference.

4. Community Update

- a. Per prior Annual HOA Meeting, there was an ask for a Coyote Springs website for all Firewise, news and events and financials. Thanks to Scott Davidson, the website is up and running. [www.coyotesprings.org](http://www.coyotesprings.org)
- b. There were some questions on the Sisters Growth Plan and homeowners were advised to consult the City of Sisters website for information.
- c. There were discussions on trimming trees and protocol. Scott Dalberg mentioned that he had encountered issues in the past from the City. The recommendation is to consult the City of Sisters for any tree trimming or removal as they oversee any all activity including trees on your property.
- d. Dave Virtue mentioned that the Firewise team is connecting with the City of Sisters for a Community Clean-up/controlled burn for the area south of Coyote Springs Road. Nothing has been decided as of now, however Firewise team will keep everyone posted with any updates.

Meeting was adjourned around noon.

Action Items from HOA Annual Board Meeting

Agenda Header Reference	Action Item(s)	Owner
Finance	The Board will review the financials and meet with prior Board Members to have a clearer picture of the financial status of reserves as the current data in the financials are not complete between multiple board transitions over the years.	Board
	Prudence Lay: Please provide any remaining questions that were not addressed via email to the Board so that they can work to address.	Prudence Lay
	Allan Elliott: please provide your questions via email to the Board so that they can work to address.	Alan Elliott

Meeting Protocol	Moving forward, the Board will institute meeting protocol with homeowners raising hands to speak and allowing others to finish their thoughts before speaking.	HOA Board
	Proxy process to be implemented for future formal meetings to ensure representation of homeowners	
	Board will work to provide an MS Teams or Zoom format for virtual attendance as appears there is internet now available at the community center	
Firewise	For all homeowners - In the Firewise document, and verbally in the meeting, the ask is to continue to work on defensible space, like was done in the previous year and estimate costs associated with that. In addition, homeowners need to estimate the volume of flammable material removed in cubic yards (rule of thumb is your yard waste container is about ½ cubic yard). The report also references the LA fires and impact of blowing embers and recommended actions.	All homeowners
	Dave Virtue asked that homeowners contact him on any insurance cancellations as the Firewise Team would like to keep abreast on that information to ensure awareness on these issues.	All homeowners