

Westwood Village Homeowners Association
Minutes of the Board of Directors Meeting
September 21st, 2012

1. Jerry called the meeting to order at 2:30pm. The following members attended:

Jerry Binder (President)	Sam Howard (Treasurer)
Rocky Seelbach (Secretary)	Don Wolfe
Ron Hazelaar	John Hunter

Not present: Dave Mudra (Vice President)

Also present: Bill Wise (Westwood manager), Design Committee member Holly Clements, and owners Brad and Ellen DeAustin.

2. Minutes from the July 7th Board meeting were approved by the Board via email on July 12th.
3. Sam Howard provided the treasury report, as of Thursday, September 20th.

Panhandle State Bank		
Checking	\$20,094.80	\$20,094.80
DA Davidson		
Capital Reserve	20,350.38	
Special Assessment	73,604.79	
Insurance Reserve	<u>24,706.50</u>	
	118,661.67	<u>118,661.67</u>
Total		\$138,756.47

4. Design Committee Report:
- A request to replace the stone façade on a fireplace and install plumbing for gas was reviewed. The owner will need to work through details with the design committee on how the gas will be connected. There appears to be pavers in the way that would need to be removed and replaced at the owner's expense.
 - A request to extend a porch by five feet was reviewed. The Board sees no problem with the request, but needs to determine whether the ground covered by the extension needs to be purchased. Rocky will follow up with our legal counsel.
 - A request to install a wheelchair ramp was approved, if minor details of the plans can be agreed upon. Further changes requested by the owner include incorporating Limited Common area into their Unit, which would require Association approval.
 - An owner asked if any approvals were needed to replace their aluminum slider and windows with new white vinyl framed replacements. No approvals are necessary, but the

Board and Design Committee appreciate the owner following the recommendations in the Design Committee Rules.

- e. The Committee was made aware of an owner that incorporated Limited Common area into their Unit without Association approval. The Board will follow up.

5. Manager's Report:

- a. Bill is researching the cost of repairs to the waterfront to better support the retaining wall. The work would include moving some of the rocks that have slid further into the water back up toward the top, and adding new rock where needed.
- b. The City will begin work on the sewer wet tank located at the northwest corner of the Eagle garage around the second week of October.
- c. Replacement of the Eagle retaining wall will start in October.
- d. Roof inspections are underway. They are inspected in the spring and in the fall.
- e. The barrier installed in the marina kept most of the driftwood out.
- f. Bill will have a diseased birch tree next to the barn removed.
- g. Bill was asked to look into having navigation lights added to the marina entrance.
- h. Bill was asked about decorating a large Spruce tree next to the mail hut for Christmas. It included an offer to assist with a bucket truck for putting decorations up and taking them down. Bill will look into the cost of providing the lights.

6. CC&R Committee Report:

- a. Amendment 12-02 and the related deeds that incorporate what was formerly Westwood Terrace Lot 30 into our Common Area have been recorded with Bonner County.
- b. Rocky read a draft amendment to the agreement between Westwood Terrace and Westwood Village that established Terrace's access to the waterfront Common Area in return for \$2,500 each year. In exchange for Terrace releasing Lot 30, we agreed to lower the access fee by \$500 to compensate for the \$500 annual dues we would no longer be paying them for Lot 30. The agreement was approved with minor corrections.
- c. Amendment 12-01 that requires a refundable transfer fee be included in closing costs for new buyers was discussed at this past annual meeting. There were several concerns noted by the owners. The amendment was approved at the annual meeting on the condition that each of the concerns would be addressed. The updated draft was sent to owners by mail two weeks ago with a note asking that any objections be brought to this meeting. There being no objections noted, the Board considers all of the conditions for approval to have been met. A motion was made, seconded and carried to approve the amendment.

- d. In support of amendment 12-01, an overview of Westwood Village was put together with instructions for both the closing agent and Westwood representative. The closing agent is instructed to obtain the buyer's signature acknowledging their responsibility to contact Westwood's management within thirty days of closing to arrange an orientation. The Westwood representative is instructed to review the Rules and Regulations, Design Committee Rules, and the overview with the new owner.
 - e. Charlie Parrish had asked if Westwood would provide the overview in advance of closing, to ensure the buyer is fully briefed before closing the sale. The Board agrees with this approach and will provide the orientation for buyers that have entered into a valid sales contract to purchase property in Westwood Village.
 - f. Rocky provided an overview of discussions held between our legal counsel and surveyors on what the law requires in the Declaration of Condominium.
7. Brian Jensen, CPA has sold a portion of his business to James Hutchens, CPA.
- a. Jim Hutchens is now handling our accounts receivable and payable. Tammy Wolfgang is the point of contact for questions. An updated management contact list will be sent to owners.
 - b. Correspondence (except for payments) mailed to Westwood should be addressed to:
Westwood Village
1211 Michigan, Suite B
Sandpoint, Idaho 83864.
 - c. The address for payments does not change.
 - d. A resolution designating Jim Hutchens as our Registered Agent was offered and approved.
 - e. A resolution was offered and approved authorizing Jim Hutchens to provide the first signature for checks drawn on our accounts, and authorizing Board members (named in item 1 above) and Holly Clements to provide the second signature. The resolution also removes signing authority from past Board members and accountants.
8. Brad DeAustin explained the difficulty getting into his slip when the wind is up. The slip is next to the rock wall. Bill will look at several options that would offer protection from the rocks.
9. Rocky suggested that if anyone is considering selling their Westwood unit, the announcement could be sent to the email distribution list.
10. The next Board meeting is tentatively scheduled for 2:30 on Friday, November 2, 2012.
11. Meeting adjourned at 4:27pm.