

Westwood Village Homeowners Association  
Minutes of the Annual Meeting  
July 4<sup>th</sup>, 2009

1. The annual meeting of the Association was called to order at 8am. Owners of 38 units were present with 24 proxies from owners who could not attend. Bill Wise, Westwood manager, was also present.

2. Association president Mike Paukert moved for approval of the last meeting's minutes. Motion carried.

Old Business:

3. Design Committee Report:

Bruce Johnson is seeking to enlarge his Tyee unit by extending it into the deck area. This would require converting approximately 65 square feet of the LIMITED COMMON area into the UNIT. Bruce described the changes he wants to make and answered questions. He has approval from his neighbors and the Design Committee. A motion was made to approve the sale of the LIMITED COMMON area at \$10/square foot. Motion carried.

4. Managers Report:

Heavy snows this past winter kept the staff busy with snow removal and spring cleanup. Major projects have included replacing the road between the mailbox hut and Mathison Drive, and replacing the Eagle's Mansard roofs.

Both the lawn mower and tractor are old, but continue to be serviceable.

Since we replaced a lot of pavement over the past couple of years, less of the road is in need of sealant.

The pond is overgrown with cat tails this year. Bill explained that these past two years the staff has not been able to drain the pond in the fall and get it dry enough for the tractor to plow it up before the weather set in. Normally, the cat tails are cut down, removed and burned, and their bulbs plowed up so the winter cold kills them. Bill expects to complete this task this year.

5. Sam provided the treasury report as of 30 June 2009.

Panhandle Checking	358.66
DA Davidson	<u>16,051.12</u>
Total	16,409.78

The report reflects the borrowing we have done from the reserves to pay for the paving last year ahead of when the work was actually budgeted. The 2009 budget included a \$2,000 special assessment. The board appreciates that many people helped out by making a lump sum payment at the beginning of the year. Monthly payments from the remaining owners continue to accumulate and should replenish the reserves by the end of the year.

## 6. Budget for 2010

Sam explained the two components of the proposed budget. We have an operating fund that pays for gas for the tractor, heating the pool, utilities and other ongoing, day to day operating expenses. Separately, we have a capital project fund that is supported through special assessments. The project fund is used to replace roofs, siding, pavement and other large scale, project oriented efforts.

A question came up about whether we should build a larger fund in advance that could accommodate any expensive projects that became necessary. Some places, like Hawaii, California, and Canada have laws that require keeping such a fund. Ron Hazelaar has experience with operating under Canadian law and said that a project the size of Westwood would require a balance of approximately \$500,000. Instead of building such a fund from what would be additional assessments on the owners, the Board has chosen to take a balanced, pay as we go approach. This includes budgeting for projects that we can anticipate, having enough reserve for things we don't, and not asking owners for money without purpose. However, the Board will not hesitate to ask the owners for additional funds when necessary.

A question was asked about the breakwater shoreline re-enforcement, noting that what had been a fairly straight line of rock holding the soil back from the water several years ago shows signs of stress. Bill said the high water table and moist clay that makes up most of the property does move, and contributes to changes in the shoreline appearance. The movement is the reason we are seeing cracks in the pool and surrounding deck, as well as the tennis courts. However, there doesn't appear to be anything on the shoreline in danger of imminent failure.

A motion was made to approve the budget for 2010, including the \$1000 special assessment. Motion carried.

The Board encourages owners to pay the assessment in advance, if they are able.

## New Business:

7. A proposed amendment to the Association's governing documentation was distributed with the annual meeting announcement. The amendment clarifies the definition of LIMITED COMMON property, and codifies current practice of letting individual owners bear responsibility for maintenance of doors, windows, carports and improved decks. Motion was made to approve and was carried. Owners are strongly encouraged to

provide this information to their insurance carriers. The change will be effective at the end of August, 2009.

8. Tyee carports. In last fall's road replacement project it was discovered that the cost of paving underneath the Tyee carports was going to be significantly more expensive than elsewhere, because the paving equipment could not fit underneath them. Since the carports were not part of the original project and were added by owners several years after the units were built, the Board elected not to pay the difference. The Tyee owners had the option to pay the difference or opt out of the project. A compromise was made that the owners would be reimbursed for the difference if the Association voted to do so at this meeting. A motion was made to reimburse the difference, but did not carry.

9. Election of board members. Motion was made to elect Mike Paukert, Holly Clements, Don Wolfe, Paul Kimmel, John Hunter and Rocky Seelbach to three year terms. Motion carried.

10. A surfboard was stolen from a boat in the marina between 11am and 5pm on Friday, 3 July. Anyone with information about the event is asked to contact Bill Wise.

11. An annual, community garage sale was suggested. The Board will look at how this might work.

12. A request was made to look at options for electronic delivery of monthly statements. The Board will look into this.

13. The general meeting was adjourned at 10:04am.

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Westwood Village Homeowners Association, Board of Directors  
Meeting Minutes  
July 4<sup>th</sup>, 2009

1. Meeting convened at 10:16am

2. Met with owners to resolve differences about what the Association is able to repair in their recently purchased unit.

3. Appointed Mike Paukert as president, Jerry Binder as vice president, Sam Howard as treasurer, and Rocky Seelbach as secretary. An updated roster will be sent to the Association.

4. The board will remove check signing authority from Keith Nickisch and Lynn Watts.

5. Meeting was adjourned at 10:49am.