

Westwood Village Homeowners Association
Board Meeting
10 AM Saturday Aug. 28, 2021

In attendance

Board members: Scott Asan, Robin Betz, Joel BonVallet, Mark Case, Kathi Head, Andrea LaPlant, Kam Majer, Julie Menghini, Dan Murphy, Bern Sheldon

Homeowners: Pat Stevens, Don Dunn, Sam Howard, Kirsti Wessels, Linda Wert, Dave Oss, Deb Oss, Bruce Gehman, Mike Paukert, Don Wolf, Rocky Seelbach, Matt Sheffield

Manager's report

Provided in writing by Todd Orsi, manager; read by Robin Betz, HOA president; NOTE: Since this meeting both Todd and Virgil are back on the job.

- Arbor vitae from west side of Eagle/Sport court parking lot removed on budget
- Sport court resurfacing and painting complete
- Pool heater replacement: Pool World estimate almost \$6,000. Will need an HVAC company to complete the job. Will probably be \$2,000-\$2,500 for the HVAC part. Joel moved/Kam seconded to get a second bid from a company in Hayden.
 - Note: Since the meeting the second bid was considerably less as it did not require the **additional wiring for HVAC; second bid accepted**

Treasurer's report – Bern Sheldon

- Bank account – \$309,000 before tennis courts, \$4,000 chemical treatments bill – about \$20,000 in bills outstanding. Our budget has not been impacted significantly by any unforeseen expenses.

Decisions since last meeting

- Lawn aeration – Board voted unanimously to aerate the lawn spring and fall; Todd will look into what is best – purchase or rent a machine; John Deer rents out machines for purpose of buying – details to be **determined by Todd**

Design committee report – Andrea LaPlant, board liaison to the design committee

- Plan to provide a survey link for a homeowners survey – a wish list that homeowners can add to and prioritize. Andrea LaPlant working on it. Draft will be circulated for board/committee input. **SEE LINK TO THE SURVEY BELOW**
- The committee is working on a design request form for design and/or board approval
- **NOTE: The design committee is looking for one more member.** Contact Andrea LaPlant if you are interesting – laplantandrea@gmail.com.

- Discussion: DC members looking for guidelines in terms of reasonable expenses/ resources. Some projects can involve volunteer efforts. Significant interest in fixing up The Barn for homeowner use. This item will be included on the homeowner wish list (see survey below).

Estoppel/board approval – what needs estoppel; what needs design committee vs. whole board approval?

- Any structural change requires an estoppel. Window glass replacement does not require an estoppel, slider frame replacement would require an estoppel. Err on the side of requiring an estoppel if there is a question. [Estoppel forms](#) available here on the HOA website.
- Best guidance for committee versus board approval – [follow the design committee matrix available here on the website.](#)

Policies and Procedures manual – Rocky Seelbach

- Rocky started drafting years ago when was on the board. Document institutional knowledge. Basic policies like: mold policy – things that aren't really documented anywhere.
- Breaking it into pieces starting with the board size and terms. Rocky and Bern are working on this piece.
- Discussion on board term staggering: State law says at least one third of board has to be elected each year. If we elect every year it would require a by-law change, which currently says every three years. Historically, amendment to Articles of Incorporation changed board size from 6 to 5-10; then at same meeting it was assigned to the by-laws to determine the size of the board. By-law amendment at the same meeting called for a board size of 7.

Rule change proposal – boat trailer parking time and process – Joel Bonvallet

Boat trailers are currently allowed to be parked 24 hours. Joel proposed a designated spot for up to 72 hours – signed up ahead of time with Todd or Virgil. Sam and Rocky both feel like we should not change the rule, that the statement in the rules and regs that reasonable exceptions can be made if manager is contacted in advance would suffice. Problems have been from people who didn't know they were supposed to contact Todd. No rule change was voted on as it was determined the current language allows for some flexibility, pending consulting with Todd.

Rule review – number of parking spaces – Kam Majer

Rules says each unit gets 2 parking spaces not including garages or carports. It was determined that the words “or carports” were never meant to be there. There were no objections to removing “or carports” from the rule.

New member orientation – possible remote procedure – Kam Majer

A new owner who lives in California wants to be able to do the orientation via zoom. There was no objection to doing the orientation via zoom, but prefer zoom over just a phone call.

Voting between meetings using a voting mechanism to cut down on emails

We would like to use Doodle Poll or something similar for voting on issues between meetings. It's free, you can vote, add comments, etc. Can have it open or confidential.

Discussion: Voting needs to be done in the form of a motion, and it also needs to be recorded and reported at the next meeting. Recommend not confidential and assigning a reasonable time limit for voting. Requires unanimous vote of the board for votes in between meetings.

Mike Paukert mentioned a statute that indicates a requirement for written record – does an electronic vote count? Looking into it. The specific statute is Idaho Code 30-30-613.

Old Business

Marina update: Sam Howard asked about progress on the marina. A representative from a log-based docks company R&R came out to Westwood. Brandon (another rep from R&R more familiar with Westwood) will come out and take a look. Hope to get him out within two weeks. There have been two other bids that are higher.

Current marina committee consists of Rocky Seelbach (chair), Bern Sheldon, and Sam Howard. They are looking for additional interested homeowners to join.

New Business

Garage sales:

- A homeowner requested doing a one-day garage sale in late September
- Nothing in the rules and regs that prohibits it and there were no objections
- It was suggested that in the future we might choose a day each year – maybe in the Spring – for garage sale day in Westwood.
- It was agreed it should not be between Memorial Day and Labor Day due to parking issues.

Next meeting set for Sept 30th and 5:30 pm – via Zoom and in person at the Barn.

Meeting adjourned around noon.

Homeowner Survey

Each homeowner has a substantial investment in their home and it is imperative to maintain the community at a level that will continue to make Westwood a desirable place to live. Please take a few moments to fill out the following homeowner survey regarding what projects you would like to see by [clicking this link](#).