

Westwood Village Homeowners Association
Minutes of the Annual Meeting
Saturday, July 5th, 2008

1. Mike called the meeting to order at 9:07am with the following board members present:

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| Mike Paukert (President) | Paul Kimmel |
| Jerry Binder (Vice President) | Rocky Seelbach (Secretary) |
| Sam Howard (Treasurer) | Don Wolfe |

Board members not present:

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|-------------|----------------|
| John Hunter | Holly Clements |
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Also present:

Bill Wise, Westwood manager

Owners of 32 units, with 18 proxies. A quorum was established.

2. Mike moved for approval of the last meeting's minutes. Motion carried.
3. Sam provided the treasurer's report, current as of July 3rd, 2008.

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| Panhandle Checking | 7,820.29 | 7,820.29 |
| DA Davidson | | |
| Capital Project Fund | 55,921.62 | |
| General Fund | 5,760.84 | |
| Insurance Fund | <u>32,781.88</u> | |
| | 94,464.34 | <u>94,464.34</u> |
| Total | | 102,284.63 |

4. Design Committee:

The small, portable pergola that was purchased as a kit seems to be working well, and was much cheaper than a permanent structure. Depending on feedback from the owners, we could purchase another.

Old Business:

5. Managers Report:

- a. As we discovered in the most recent paving project, the roads were not provided a good foundation and have failed prematurely. The last project was done correctly, so we expect it will not need rework for quite some time to come.
 - b. The proposed road work project will extend from the mail hut, past the Western, Metaline, Northern, Tyee and Riverview units and on to our members in Westwood Terrace. We need to be aware that any bid offered is only good for a limited time, since the cost of the project is tied so closely to the price of petroleum.
 - c. We expect the tennis court foundation is as poor as that of the road, which would explain why it requires repairs so often. The foundation should be redone, or perhaps the whole thing should be relocated, reduced to a single court, and built correctly.
 - d. New construction area roads are also suffering, but so far can be repaired by filling the cracks.
 - e. We continue to do the roof inspections twice a year and repair problems as they are discovered.
 - f. The heavy snows this past winter took their toll on the foliage, and the lawns are only now beginning to be in shape. Bill estimates they are about 30 days behind in bringing the rest of the trimming up to standard.
6. Don Sheridan asked whether the irrigation system should be replaced. Bill said the replacement cost would have been about \$200k twenty years ago, and was priced at \$90,000 for parts only, ten years ago. Sam suggested the maintenance that is done each spring as the system is started up does an adequate job of keeping up.
7. Bill answered questions about our drawing lake water for irrigation, as we have been for many years. As reported in earlier minutes of Board meetings, Bill followed up on Syd Oakland's advice that a government effort was underway to identify who was using water from the lake. Bill discovered that our use was not properly registered and has worked through the approval process by corresponding with various government agencies. The final approver is the Environment Protection Agency, and they have not yet responded to the request.
8. The trash dumpsters were full as the meeting was started. Trash is collected twice a week during the summer, Monday and Friday, but since Friday was a holiday, trash was not collected. Several comments were made about a lot of wasted space due to cardboard boxes not being collapsed, which prevented others from dumping their trash.
9. Jim Watts pointed out several things that he thought should be included in a long term budget, beyond the single year we are presenting today. The swimming pool is starting to crack and will need to be repaired. The tractors used by the maintenance staff for mowing and hauling have been well maintained, but are quite old and may

need to be replaced soon. The railroad tie retaining walls will need to be replaced, and should be planned and budgeted.

10. Jerry pointed out that the materials for one of the new retaining walls would be around \$20k. We could choose to replace them, but they would need to be budgeted as capital projects.
11. A suggestion was made that we establish a long term plan (25 years) for expenditures. One of the owners is in the business of assisting homeowner associations in doing the immediate, mid-term and long term budget plan. General consensus is that more visibility into the long term costs would be preferred, even if the numbers are not guaranteed to be accurate.
12. Estoppel Roundup. Mike explained the process that should be followed for owners that want to make changes to their units and how we had asked people who had made changes to their units to provide an Estoppel, to indemnify the Association from any damage or follow on maintenance that results from it. Bill reported that all of the Estoppel certificates requested have been provided.
13. As a reminder, Estoppel certificates are required by the Association for;
 - work that requires a building permit,
 - affects a load bearing wall,
 - changes the size of any exterior window or door,
 - requires a new penetration through an exterior wall or the ceiling,
 - increases the footprint of exterior decking or pavers associated with the unit, or
 - adds a non-portable landscape feature.

Please ask Bill or any member of the Design Committee if you have questions or want to discuss a possible project.

14. Rules and Regulations, a recommendation was made to amend the rules to better control usage of the amenities. After a discussion it was determined that the existing rules were adequate, but that all of us are responsible for reminding each other of them as necessary. We should not hesitate to say hello to people that are using our facilities and inquire which unit they own or what family is hosting. Please report misuse to the board members or Bill. An incident was discussed about a large group of folks in the pool area, eating pizza. Owners are reminded that food is not allowed in the pool area.
15. Budget discussion. Don Sheridan moved for approval. Budget passed. The board is requesting owners that are able to, to please pay the \$2,000 assessment as soon as possible to allow us to do the paving project this coming fall. Please mark the payment as "2009 Assessment" so our accountant can record it correctly.

16. A suggestion was made that we should consider a special assessment to immediately fund the paving and other work seen as necessary. Sam suggested that if enough people send in the \$2,000 assessment for the 2009 budget before November we should be able to do the paving, but making a separate special assessment on the fly in this meeting would be contrary to our governing documentation. Mike invited everyone that wants to participate in the budget process to attend the Board meetings.

New Business:

17. Ron Hazelaar was nominated to the board for a three year term. Sam, Don and Jerry are up for re-election to the board for three year terms. A motion was made to elect the current slate and the motion was passed. The Board of Directors Board now includes the following;

Term expires in 2011: Ron Hazelaar, Sam Howard, Don Wolfe and Jerry Binder
Term expires in 2009: Mike Paukert, Holly Clements, John Hunter, and Paul Kimmel

18. A motion was made to have a social meeting after next year's annual meeting is complete. Harold Hegland offered to organize. Motion passed.

19. The annual meeting adjourned at 10:52am.

20. The board went into Executive session and appointed the following officers;

Mike Paukert, President
Jerry Binder, Vice President
Sam Howard, Treasurer
Holly Clements, Secretary

21. The next meeting for the Board is tentatively scheduled for Friday, October 17th at 3:30pm

22. The meeting was adjourned at 11:08am.