

Westwood Village Homeowners Association
Minutes of the Board of Directors Meeting
January 15th, 2016

1. Don Wolfe called the meeting to order at 4:30pm. The following members attended:

Don Wolfe (President)	Dave Mudra (Vice President)
Sam Howard (Treasurer)	Rocky Seelbach (Secretary)
Jerry Binder	John Hunter

Absent: Ron Hazelaar

By teleconference: None

Also present: Manager Bill Wise; and owners Cliff and Pam Lawrence, and Kam Majer.

Correspondence from Linda Brouwer, and Herm and Darlene Pfahl was considered in this meeting.

2. Minutes from the October 24th meeting were approved by the Board via email on October 27th.

3. Sam Howard reported the following balances, current as of January 14th.

Columbia Bank	
Checking	35,541.85
Capital Reserve (Target balance \$65,000)	65,000.00
Insurance Reserve (Target balance \$20,000)	20,000.00
Special Assessment	79,653.79
Total	\$ 200,195.64

4. Design Committee Report

- a. The Committee approved a paver project for Terry Judge.
- b. A question came up about how long Design Committee or Association approval of a project should be valid if the project is not completed right away. The Committee will discuss and make recommendations.
- c. Dave described a problem identified in one of the Riverview units when an owner needed to replace a failed bathroom exhaust fan. The owner found wet insulation above the fan and suspected a leak in the roof. Bill investigated and determined that the fan empties into the interior space between the ceiling of the bath and the roof of the building. It should be vented through the roof. Moisture from the bathroom exhaust is trapped in the space. Bill will inspect the other Riverview units to

determine if the problem exists there as well. Necessary roof penetrations will be made after the weather warms up.

- d. Linda Brouwer wrote with a request for more shade at the sundeck and pool. The Board is wary of adding any complexity to the sundeck given the City's restrictions, and there isn't really enough room within the fenced area to add another pergola at the pool. Pam Lawrence suggesting looking at providing flush mounting stands where large sun umbrellas could be placed. The stands would be short hollow pipes sunk into the ground that would provide support. Owners could provide their own umbrellas if desired. This might work next to the sun deck and at the pool.

5. Manager's Report

- a. Bill described some of the engineering challenges with the sundeck and the process he and the contractor have had to go through for City approvals.
 - b. Bill has been working with the Department of Water Resources to secure a permit for a second irrigation pump to draw water from the river. The permit is needed before we can estimate improvements to the irrigation system.
 - c. The vendor we use for roof repairs and our twice a year inspections has sold his business. Bill is working with the old and new owner to ensure continuity and warranty coverage.
 - d. Questions were asked about shoveling walkways. Bill and Virgil routinely clear walkways when we have our roads plowed. De-icer is available for the asking.
6. This year's annual meeting of the Association will be held at 8am Saturday, July 2, 2016.
7. Each spring our treasurer begins putting together the budget for the next year. The budget is voted on at our annual meeting. Over the next few months we will be considering budget priorities for next year. Sam highlighted that the cushion we currently enjoy with the Special Assessment reserves will be gone by the end of this year. Submit your input prior to the next Board meeting for consideration.
8. The Association's Board of Directors is made up of 5 to 10 owners. There have been no new members since 2011. Terms of office for Jerry Binder and Rocky Seelbach expire this year. Additionally, Sam Howard will be leaving the Board this year, making it necessary for the Association to find a new treasurer. Sam has been on the Board and treasurer for the Association since 1996.
9. Kam Majer and Pam Lawrence volunteered to organize an owners reception on Friday evening before this year's annual meeting of the Association, similar to the very successful event organized by Kam and Louella Schaefer last year. Contact Kam or Pam if you would like to help.

10. Herm and Darlene Pfahl had written to the Board on November 19th expressing concern about the cost of the sundeck and asking for the project to be halted. The Board responded to the Pfahls and sent an update to the Association on November 22nd that described the bids received to date, and that the Board had accepted a bid at about half the original estimates. With all the turmoil caused by the City's restrictions and their effect on the project it became quite difficult to find contractors willing to bid a project so late in the year. Bill researched and hosted tours for 11 contractors before the Board selected the winning bid at the reduced price. Many thanks to Bill for saving the Association over \$15,000.
11. Cliff Lawrence and others had raised concern about an injured young moose that was making a home at Westwood. Fish and Wildlife was contacted, as well as animal rescue organizations. As long as the animal is able to fend for itself, the organizations will not get involved. Moose are common in this area, and some have spent weeks at a time in Westwood over the past few winters. Owners are reminded to be careful around wild animals. They should not to be approached.
12. Insurance reminder: Owners are required to provide proof of insurance annually or upon renewal. Questions about this policy or related fines should be directed to the Board and not the bookkeeper.
13. Please welcome long time Sandpoint residents Mike and Enid Trenholm to Westwood. The Trenholms purchased 1201 Westwood Drive from the Raikes Estate.
14. The next meeting of the Board is tentatively scheduled for 3:30 Friday, March 4th, 2016.
15. Adjourned at 5:30