

Westwood Village Homeowners Association  
 Minutes of the Board of Directors Meeting  
 February 17, 2012

1. Don called the meeting to order at 3pm. The following members attended:

Don Wolfe (President)	Holly Clements (Vice President)
Sam Howard (Treasurer)	Rocky Seelbach (Secretary)
Paul Kimmel	John Hunter

Not present: Ron Hazelaar

Also present: Bill Wise (Westwood manager), and owners Gale Dolsby, Cliff Hook, Randi Evans, and Jerry Binder.

Kam Majer sent email with input for the Rules and Regulations discussion.

2. Minutes from the December 2<sup>nd</sup> meeting were approved by the Board via email on December 3<sup>rd</sup>.
3. Sam Howard provided the treasury report, as of Thursday, February 16<sup>th</sup>.

<b>Panhandle State Bank</b>		
Checking	\$39,421.98	\$39,421.98
<b>DA Davidson</b>		
Capital Reserve	12,990.85	
Special Assessment	92,787.59	
Insurance Reserve	<u>24,605.92</u>	
	130,384.36	
Total		<u>130,384.36</u>
		169,806.34

4. Design Committee Report: Nothing to report.
5. Manager's Report:
- a. Weather has allowed some early spring clean up, including tree and hedge trimming.
  - b. Several rain gutters have been cleaned and drainage cleared after they were observed to be spilling over. Please let Bill know if you see similar problems.
  - c. New rain gutters have been installed on the Eagle units.
  - d. There are minor roof leaks on the Eagle and a Metaline unit that have persisted over several attempts to patch. The roofer is going to replace a section on each of the two roofs once the weather warms up.
  - e. A Douglas fir by the Riverview dumpster is in bad shape. Bill will get a written recommendation, but an arborist has already suggested removal.

- f. Bill has ordered plants and flowers for spring, and replacements for the outside lights on the Eagle.
6. CC&R Committee Report:
  - a. Our legal counsel has not yet incorporated all of the amendments into the restatement. This makes it unlikely that the entire document will be ready for voting on at this year's annual meeting.
  - b. One item the Board wanted to have included in the restated Declaration involves incenting new owners to meet with a Board member. The meeting would allow Board members to answer questions and explain the roles of the Association, the Board, the Design Committee, our manager and staff, and the owner as a new member of the Association. In order to accomplish this we want to add a fully refundable assessment to the closing process of the sale. The buyer would be required to provide a check made out to the Association for \$1,000. The check would be returned to the buyer during the meeting. Since it doesn't look like the restated Declaration will be ready for a vote this year, a motion was made and carried to create this as an amendment to the current Declaration so that it will be available for Association approval at this year's meeting.
7. The Board discussed the draft Rules and Regulations and made several adjustments, including;
  - a. The Board needs owner input for what hours the tennis/sports court should be open for use. The rules presently say 8am to sunset. Should this be changed? Don suggested the courts have been opened as early as 7am in the past. Please send your comments to any Board member or Bill, or consider attending the next Board meeting.
  - b. The reservation process for the tennis courts has not been used for several years and has been removed from the draft.
  - c. Kam Majer asked whether swim diapers are allowed in the pool, given the rule that currently says diapers are not. The Board agreed that swim diapers should be allowed.
  - d. Owners have been providing proof of their liability insurance as directed by the Board and recorded in past minutes (e.g. January 4<sup>th</sup>, 2008, September 25<sup>th</sup>, 2009; October 1<sup>st</sup>, 2010) to help lower our insurance costs. This requirement has been added to the draft.
8. The Board asked Bill to purchase a large patio style container for the tennis / sports court to hold any sports equipment left on the court. Please remember to pick up after yourself.
9. Several owners working through refinancing have asked for information about Westwood Village that is required by their financial institution. The Board has put together a list of questions and answers to assist owners with the process and placed it on our web site (<http://WestwoodVillage.us>).
10. Owners are entirely responsible for making sure payment of their Association dues are received by the 20<sup>th</sup> of each month.

It is easy to think that a financial institution's bill payment service results in all payments being made electronically. In fact, it does not work that way for us. Since we have less than 100 members making payments each month we have few options for enabling end to end electronic transfers. All such payments to the Association result in a check being mailed from the financial institution to our accountant, and should be scheduled accordingly.

There is an option available where our accountant can debit bank accounts as provided by each member, but it would require having members sign up for that service and providing all of the information needed. It would also cost the Association \$25 each month. The Board does not consider this worth pursuing.

11. Sam has started on next year's budget and is asking for input regarding capital projects. Among the items being considered are the barn patio that we had to defer last fall due to roof repair expenses, repairs or replacement of the railroad tie retaining wall in front of the Eagle, expanding and improving the sandy area and fire pit, and perhaps a storage rack for water toys. Please send your suggestions to a Board member or Bill, or consider attending the next Board meeting for the discussion.
12. The next Board meeting will be announced when scheduled.
13. The next annual meeting of the Association is scheduled for 8am on Saturday, July 7<sup>th</sup>, 2012.
14. If you want to be added to the email distribution and have your email address shared with other owners, please send a note to the secretary at [sec@WestwoodVillage.us](mailto:sec@WestwoodVillage.us).
15. Our new refinance questions and answers, governing documentation, financial statements, and several years of meeting minutes are available at our website: <http://WestwoodVillage.us>.
16. Meeting adjourned at 4:36pm.