

Westin Hills Townhome Owners Association  
Minutes of the Annual Meeting of Membership  
January 24, 2017 at 6:00 PM  
Location: Flatland Church

Board Members attending: Susanne Clair, Lee Schaller, Richard Furst

1. The meeting was called to order by president Susanne Clair and a roll call was conducted from the sign in sheet showing 25 members in attendance, a quorum, and the meeting began using the published agenda.
2. The minutes of the prior year annual meeting were distributed, read and approved by a voice vote of those present.
3. The New Directory of members was distributed to those present along with an announcement requesting any corrections or additions needed, especially in regard to the growing number of absentee owner members and neighbors occupying rental units.
4. Susanne reviewed the 2016 and 2017 paint schedule and announced that the new schedule adopted this year on a motion from Nancy Stom is for 50 units to be painted per year and changing from a three year paint schedule to a two year paint schedule. A second contractor was required in order to complete the work this year when *Shaver's Decorating company* announced they would not be able to complete their allotted 50 units. Parameters were established in an amended contract with *Shaver's* allowing for a second contractor to be utilized in 2017 if *Shaver's* is unable to meet our required schedule of dates and units. The other contractor is "JB Renovations". With very few exceptions noted and assigned to Cara Woosley for followup, the results of this year's painting project were accepted as a great success. There were numerous challenges to overcome this year starting with the hail storm in the Spring. Our Association has accumulated savings reserves to pay for all the painting in 2016 and 2017 and is already accumulating additional reserves for the next cycle schedule to begin in 2023. Susanne also pointed out that we have benefited from choosing, at no extra cost, to use the latest "best acrylic" paint offered new this year by Sherwin Williams. Using the better paint is projected to add about \$3,000 to our cost and this is in our budget already. Susanne emphasized that with any concerns, whether they be over painting, lawn service, snow removal, or anything related to the association's activities, it is most important to contact Cara Woosley at PJ Morgan and leave messages and Cara will act and respond even if it may not be right away and more than one call may be required for a response.
5. The financial and budget results were presented by our accountant, Zachary Ahlf, from "Integrity Business and Tax Services". Highlights from this presentation showed we have more than sufficient reserve funds in our accounts, presenting an opportunity for a reduction in our Monthly Fees effective March 1, 2017. Susanne reported that continually since 2009 and up to the time of *Lamb Real Estate Services* resigning as our property managers (June 11, 2016), our association paid ABE's Trash Service an extra \$10 per month for trash service to an address not in our association. The board is pursuing options to collect the overpayment to ABE's of approximately \$900 but the outcome is uncertain. She also reported that a one year

contract with ABE's was signed this year because neither Lamb's or ABE's was able to produce a copy of the contract supposedly in place at the time of Lamb's resignation. Richard Furst reported that our SID #415 has backed away from their earlier stated intentions to us of taking over the trash service contracts for all residents within the SID boundaries, which *would have* included us effective in April, 2017. Because the SID had informed us they were committed to assuming trash service, we signed only a one year contract instead of a three year, so a new agreement will be required in 2017. Also announced: **NEW LOWER MONTHLY FEE SCHEDULE WILL TAKE EFFECT ON MARCH 1, 2017, DOWN \$10 TO NOW: \$105 PER MONTH.** For those paying through our automatic payment withdrawal system (ACH), no action is required. All others must adjust their own payment schedules to the new amount on their own.

6. The results of the election for a new board member were announced. Lee Schaller has been elected to serve for three years beginning now.
7. Cliff Pohling, owner of "BEST LAWNS" spoke to the membership about his commitment to providing service to our HOA and responded to questions and comments from the group. Some concerns expressed included: mowing when the ground is wet/saturated; trimming that is causing damage to trees and property; repairs after damage from raccoons and other critters; what is included in "cleanup"; mowing height; blowing leaves and grass into garage insides rather than away from the house and garage. The Board did not order a Fall Cleanup in 2016, opting instead for a Spring cleanup only. Cliff indicated that all of the sprinkler system clock control mechanisms are aging and are likely to need replacing, at owner expense, so this is something to be thinking about. He is aware of the need for this and said it would be less costly to do a number of them at once vs. one at a time as they fail. No plans are in place to make this a project of the association.
8. Susanne led a discussion of our tree population in light of the ash tree infections. All members must replace "originally planted by Celebrity" trees that die from any cause. An ACR form is available from Cara Woosley at PJ Morgan, our property managers, and must be completed and submitted to the Board for approval of all new landscaping, including tree plantings. (ACR means "Architectural Change Request). Any exterior change to your property must be approved prior to beginning the work, including appearance, and cosmetic as well as material changes. She also announced that no trimming of trees is planned due to lack of member interest, the number of trees likely to die anyway, and the difficulties of scheduling the activity when homeowners can be home when the trimmers arrive. Trimming will take place on a case by case basis when a member reports a specific need or complaint to Cara and the Board approves the action.
9. In addition to the above, Susanne reviewed some other of the year's accomplishments. We are earning much more interest on our cash reserves than ever before. We now earn more each month than our bank fee expenses, which is the reverse of our situation prior to June of 2016. Also, our property manager at PJ Morgan, Cara Woosley, pursued an insurance claim on a policy the association had for "damage to unowned property" and this resulted in a claim check received for hail damage to the fence of \$17, 462 which is being held pending board action. Susanne stated that the association's premium cost for this policy was paid out for many years

and is estimated to have cost about \$1,000 per year. Our prior managers at *Lamb Real Estate* had informed us that no such claim was warranted. Susanne announced that meetings specifically devoted to discussion of the fence will take place in 2017 for gaining member input and exploring options.

10. At this point a motion was made to adjourn and the meeting ended at 7:30 PM. Minutes submitted by Richard Furst, Secretary and Treasurer.