

WESTIN HILLS TOWNHOME OWNERS ASSOCIATION
BOARD OF DIRECTORS
MEETING MINUTES

Date: 2-13-2017 3 PM Saddlebrook Library

Attendees: Susanne Clair, Lee Schaller, Richard Furst, Cara Woosley, Zachary Ahlf and member: Denny Bulgrin

1. Susanne issued the agenda for today's meeting and read the minutes from our January 9th meeting which were then approved.
2. Zachary reviewed the financial results for January and after brief discussion these were accepted. Checks were approved and signed for Dan Buscher (Fee refund), ABE's Trash Service, PJ Morgan, Best Lawns, and Integrity Tax. Cara indicated she is making some progress with ABE's regarding our overpayment and the Board authorized her to offer to sign a new 3 year contract with ABE's to help the negotiations if she felt it would improve our chances for a good settlement.
3. Zachary and Cara noted that Mark Lamb did not send our financial records and documents he had promised our attorney he had "placed in the mail already" back in December and early January this year. However, Cara is able to withhold some documents they want from PJ Morgan on another property and this has created some leverage we are able to exploit to gain their compliance. This has caused Lamb to come forth with many documents and records they were withholding from us but Cara is instructed to make absolutely sure this time we receive all owed to us.
4. Susanne reviewed her understandings which were agreed to that Lee will serve 3 years on the Board and is Vice President now; Richard will serve 2 additional years on the Board and is continuing as Secretary-Treasurer; Susanne will serve 1 more year on the Board as President. Also, she reviewed our agreement for snow removal that Cara and Clif will make the determination for when to conduct snow removal activity without any need to contact Board Members each time.
5. Cara handed out a copy of the packet being mailed out today to all members with information from our January 24th annual meeting.
6. Lee made a motion which was seconded and discussed, for a 2/3 majority approval of any changes to mailing packets to be sufficient for PJ Morgan to act and proceed to mailing without delays waiting for all three board members to reach final agreement on mailings. Discussion surrounded trying to speed up the approval and issuance of packets or letters for mailing as we are experiencing difficulty getting these finalized and mailed on time. Susanne said she does not want her name on any document she has not seen or approved. Cara said she prefers knowing all Board members are comfortable with mailing contents before going ahead. Lee's motion passed.
7. Lee wants to invite Kyle Johnson to make a presentation to our membership this Spring or Summer regarding his knowledge and experience with organic lawn care at Joslyn. The Board agreed this could take place if she organizes it. The Board also agreed to instruct Best Lawns to cut grass at 3 inches minimal height, including trimming and to mulch grass and leaves rather than pick up clippings in 2017. This may require more raking or blowing of clippings and leaves in order to eliminate piles

and windrows from yards. Discussion also centered around our expectations for “cleanup” in the Spring and we held open the option of adding or deleting more of these types of services in the future.

8. Cara is to contact Celebrity Homes to obtain some information regarding their guidelines for initial tree planting types and sizes of plantings. We can then share some guidelines of our own to members in our Spring Newsletter regarding tree replacements. In addition, Cara will contact Roberts Nursery and two others to investigate their interest in providing discount coupons to our members who may be in need of a replacement tree planting.
9. Cara reported that our contract for “collections” is in place and ready when needed. Zach reported that our one account ready for collection has been in receipt of a cashier’s check and is now in arrears but under the collections policy threshold. One of our members has reported that she made a Fee payment in June, 20167 to the Lamb company and she thinks it may not have been credited to her account; Zachary and Cara are investigating this through Lamb and the records they sent us.
10. Trash cans left outside of garages is a subject that Cara and Susanne have been working on with notices dropped off at the houses involved as well as mailings to the offending members. The board agreed to a policy of sending three (3) notices to members followed by a formal complaint issued to the City of Omaha for enforcement on those members still in violation of the city ordinance and our by-laws governing trash can storage.
11. Cara issued the responses she has received as of February 1st from vendors bidding on the fence for repairs or replacement options we may be considering. The responses are incomplete and she is going to pursue responses from more vendors, including *S & W Fence company* and *Nebraska Stain and Seal company*. Denny Bulgrin presented his bid at the meeting and it was given over to Cara to be included along with all the others. No further discussion took place on the bids or actions under consideration until Cara has obtained all the requested bid information.
12. Meeting adjourned. Submitted by Richard Furst, Secretary