

Westin Hills TownHOA Board of Directors Meeting Minutes  
Dec. 20, 2016 Saddlebrook Library 3 PM

Attendees: Susanne Clair, Lee Schaller, Richard Furst, Cara Woosley, Zachary Ahlf and member Chris Svensson, 5130 N. 145th St.

1. Reviewed and approved the minutes from Nov. meeting.
2. Went through the agenda from Susanne, first item was attorney letter to Lamb. None was sent because Cara believed she had received all needed items via Barb Ward, however this is not the case. We have not received yet any end of year 2015 Association account balances, no Accounts Receivable balances, and no original bank statements. All that was received was a list of member payments records. We requested Cara to return to Lamb and obtain these records or involve the attorney to obtain them. Zach may be included in any future phone calls to Barb Ward.
3. Affirmed Zach will have a Power Point projector available for presenting financial information at the annual meeting; followup and confirmation of this will be required again on the day of our meeting.
4. Cara presented a check from State Farm insurance for the hail damage claim based on our policy covering damage to unowned property. She is instructed to obtain at least three bids for the repair work which may take place in Spring/Summer of 2017. Susanne made a motion which passed for using the check to conduct repairs as needed on the fence. Cara reported that the insurance premium for this coverage is approximately \$1,000 annually and is the majority of our annual insurance premium of about \$1800. Cara also reported that two separate reviews by two independent attorneys concluded that the fence is the property of the individual townhome owners on whose property the fence is installed. Lee said she received the same answer from a vice president at *Celebrity Homes* who researched the question for her. Should we decide to actually go ahead and proceed with any work on the fence after we review the vendor bids, then we agree that a letter needs to be sent to each homeowner affected and something also in our Spring Newsletter to all members.
5. Cara reported that she is proceeding to build a new member Directory with the information at hand even though she received only a few updates from members. She hopes to show us a draft at our January 9th meeting.
6. The painting of 50 units was completed for 2016, barely, and we all were pleased with the outcome and were very happy that we had moved to obtain a second contractor to help or it would not have been such a successful outcome.
7. Chris Svensson attended to report that he is in communication with the City Board of Health and is working towards being in compliance with the requirements for the feeding of wild animals and birds within the city zone of restrictions. We learned that it is illegal for any feed to be placed directly on the ground and it appears we have quite a few members in violation of this city ordinance. Cara will continue monitoring the situation regarding his compliance. Also, he reported that he has removed his camper which was illegally parked in the neighborhood.
8. We briefly discussed our problems with trash cans not being properly stored out of sight from the curb as required by City Ordinance and our own by-laws. We discussed options for enforcement but took no action today. Cara said she is

planning to hand deliver letters to those in violation and will consult with legal staff regarding other actions we could take.

9. Zachary presented the financial results through November and also issued the latest revision of our 2017 budget. We discussed some options but will wait until we have finished up the year before taking up any more detail changes prior to our annual meeting.
10. Lee reported on the SID Board Meeting she and Susanne attended and discussed their plans for attending future meetings to monitor the SID's plans for trash pickup, (still unresolved), and for other business affairs managed by the SID that can affect us.
11. We will meet in executive session once more during early January in order to finalize plans for the Annual meeting. We discussed cookies, coffee, and something in addition to cookies for those who have tired of cookies.
12. We briefly reviewed possible priorities for the board in 2017 but have not prepared any formal action plans. Examples could include: painting cycle completion; trees, perhaps some home maintenance coordination is needed because many homes face common aging issues, the fence, and our contract with Best Lawns needs reviewing in 2017 because it expires in March, 2018.
13. Respectfully submitted by Richard Furst, Secretary.