

WESTIN HILLS T-HOA BOARD OF DIRECTORS MEETING MINUTES

March 18, 2021

Zoom Conference Call

Attending: Mike May, Ed Honig, Jackie Byers, Robert McMeen, Kathryn Binder,
Cara Woosley, Zachary Ahlf

1. February Meeting Minutes were approved as written.
2. Mike welcomed 3 new Board members - Jackie, Robert and Kathryn. It was decided Jackie would be Vice President, Kathryn would be Treasurer and Robert would be Secretary. Mike will continue to prepare the Agenda and Ed will write the Minutes for now.
3. Zachary presented the financial reports. Zach reported all Members were current this Month, although the Bacon property still had a small outstanding balance.. No CD's to mature until September. Cost of snow removal for January and February has already exceeded our annual snow budget by over \$5000. We do have snow reserves to cover the excess, so is nothing to worry about. The Board reviewed and approved 4 payments to be paid, checks will go to P.J. Morgan, Zach, Best Lawns and to the IRS. Best Lawns was for \$4,200 for February snow removals. The check for Federal taxes to the IRS is for \$257.00. We don't owe any State taxes this year. Also, this year Zach is required to file a Biannual Report by June 1 which requires names of all the current officers of the Board. Zach went thru and explained the various pages of the Financials to the 3 new members.
4. Cara introduced the Town Home painting process to the new members. Currently, we are considering 2 vendors, Shavers and JD. Both vendors worked on painting our town homes during the last paint cycle. We have received bids from both that Cara will provide to our new Board members. This time the process will take 4 years to complete, starting this summer with a walk around each town home to look for damage owners must take care of prior to painting. Next year one third of the town homes will be painted, followed by one third in 2023 and the last one third in 2024. The cost will be about \$1500 per home, the name of the paint to be used is Duration and homes will remain the same color they are today, i.e. no changes this paint cycle.
5. Cara sent out a request for Contact Information with the Annual Meeting packet. The Board is trying to determine the best way to communicate with our members - by emails, phone calls and/or postal mailings. Cara said we are getting okay responses from Owners but not much at all from renters. Cara will send Board members an updated list of the contact information we have.
6. Other business: Mike mentioned we received a letter from the City concerning ash trees in the HOA affected by ash borers. We discussed what the Board's responsibility might be. It was decided to arrange for an Arborist to walk thru the HOA and create a list for us of Ash trees, their locations and note those that might be impacted. We would also ask the Arborist to leave a note on the town home owners' doors of affected ash trees. Cara said she would come up with the name of a good Arborist.

7. There is a car sitting in a driveway near 144th Ave. and Camden Circle that has sat there for over a year. It has 2 flat tires and expired in-transits. Cara will try to contact the owner and let them know it is against the HOA Covenants to park and abandon vehicles for an extended period of time.
8. Cara was also asked to prepare a packet for the new Board Members with helpful information including an updated contact list, a copy of the Bylaws and covenants, copies of existing contracts, a list of active CD;s and any other information she might consider to be pertinent.
9. The April meeting will be held on Thursday, April 15. PJ Morgan Offices are now open so the April meeting will be held in their offices, at 7801 Wakely Plaza, 10;00 AM to Noon.

Meeting Adjourned. Respectfully Submitted, Ed Honig