

Westin Hills Townhome Owners Association, Board of Directors Meeting

Attending: Susanne Clair, Lee Schaller, Richard Furst, Zachary Ahlf

Not Attending, with excuse, Cara Woosley, who did send a written status report to the Board for this meeting.

Saddlebrook Library, 3 PM, August 15, 2017

1. Meeting called to order by President S. Clair and the minutes were approved from the June meeting.
2. Zachary reviewed the Financial Results through July and issued reports to Board Members and will send one to Cara.
3. Two accounts were to be submitted to Collections after the June meeting, Zachary does not know the status of those collections and will attempt to find out from Cara as these two accounts for prior owners who sold remain delinquent.
4. Weather has delayed the finishing up of the remaining units scheduled this year, however Shaver's believes if the weather clears they can finish up in a week. There is a "punch list" of followup issues they are also working on with Cara. Susanne noted we did not follow up with our plan to hire a second contractor this year if the painting was not completed in July.
5. Discussion of the two units painted the wrong color: we do not know the status of this issue as to why this happened and how it is to be resolved. We did look at the "corrected" paint schedule list provided to us by Cara dated 5-2-17 and it did show the correct "Ellie Gray" color and this was prior to the Shaver's start work date. We don't know any more at this point but it does appear the correct color list was available to Shaver's since we had one. Cara to provide more detail.
6. Susanne said the status of the ACR (not ACH as shown on the agenda) for Nancy Ketteler at 4603 N. 144th Avenue is unknown following our request for additional information on her deck remodeling. Cara to followup.
7. The Board unanimously approved the proposal from Cara for JB Renovations to power wash the fence immediately if not sooner.
8. The Board unanimously approved a motion from Lee as amended by Susanne: "The present insurance coverage for the fence is to be cancelled effective September 1st, PROVIDED that the power washing is completed prior to that date, AND new bids or proposals for liability-only insurance coverage are to be solicited for review at our September meeting". The Board hopes to make a decision in September on our new insurance policy to be effective at the end of our current term.
9. The Board unanimously agreed to the following instructions for Cara regarding Sprinkler Systems and Lawn Care. (a.) we do want the location/addresses for our inspection of other competing lawn care bids so we can do that within the next two weeks, (b.) we want proposals specific to sprinkler systems from at least 3 vendors for: turn on/turn off costs to HOA; repair and maintenance of sprinkler heads (cost to owners?); (c.) replacement of control boxes on a timely basis, (meaning how quickly will they respond and replace?) and their proposed fixed cost to owners for this. We do not want sprinkler systems out of service beyond a week. Repairs and parts availability must meet this criteria. Best Lawns can be included in this solicitation.

10. The Board unanimously agreed to the following instructions for Lawn Care bids:
We *want* to receive all bids by September 1st. An additional request for proposal to be included is: the cost for overseeding along with Fall aeration and what type of seed this would be. Also, we agreed that specific written requirements must be developed by the HOA and stipulated as part of any contract for services and these should include mowing and trimming height minimums of 3-4 inches, mulching-no bagging, and any other requirements we want to be clear on with these vendors. Also, in response to a question from Zachary, Susanne said it would be OK for a new lawn care company Zach is familiar with to submit a bid but he needs to inform Cara of the company's name.
11. "Informal Discussion leading up to adjournment": Lee reported on some informal inquiries she has received from our near-neighbor HOA Board members and Mary Ann Hayes regarding our plans for lawn care. Lee reported that they are interested in our plans and would like us to "coordinate" with them to keep costs down and achieve better consistency of results. Lee says many have told her they believe our lawns look better than theirs. Anyway, Lee did supply them with some information but we all agreed in the meeting that we are not very interested in attempting to "coordinate" with them. We have our business to conduct and they have their own although we certainly will remain friendly and helpful where possible.
12. Meeting adjourned, submitted by Richard Furst, Secretary.