

## MINUTES

Westin Hills Townhome Owners Association  
Board of Directors Meeting August 13, 2019

ATTENDING: Ed Honig, Lee Schaller, Cara Woosley, Zachary Ahlf, Richard Furst

1. Approved June 11 board meeting minutes. Zachary and Cara provided a report on financial activities and results through July, presented checks for approval and signature. Zach also provided an initial view of the end of year and 2020 budget for the Board to evaluate in preparation for discussion at our September meeting.
2. Lee proposed a motion which passed calling for approval of the invoice from Best Lawns for new batteries installed in all 100 member sprinkler control boxes.
3. Cara reported on the status of one member's unit for which we received a bank notice of foreclosure and auction scheduled for September. Cara will consult with an attorney on our behalf since we do have an active Lien on file for this property.
4. Richard said he would draft a letter for the board to consider sending to Cliff at Best Lawns to provide him written notice that the HOA will not be accepting invoices for sprinkler maintenance or repairs beyond services stipulated in our contract.
5. The Board requested that Zach attempt to close out the year with all expenses paid and none pending or outstanding to carry in to the following year 2020. This applies especially to ABE's trash service but also to all of our vendors and service providers.
6. Ed suggested a place for Cara to investigate for the next annual meeting, ADDY's, and we discussed potential dates for the meeting of January 20 or 21.
7. Discussion was held regarding the charges for private trash service in 2020
8. The next meeting dates for the Board are Sept. 11, Oct. 7, Nov. 12, and Dec. 10 all at 10:00 AM at the PJ Morgan office.
9. A Newsletter is planned for September issue and the following topics were initially listed for inclusion: Encourage more ACH use for Fee payments; notify Cara if a move is planned or observed; Home Owner's Insurance coverage annual proof; Fees in 2020; Upcoming election for the Board of Director opening; ABE's pricing for individual trash service effective January 1, 2020; future Board meeting dates. No responsibilities were assigned for the writing of these articles.
10. Other topics discussed from the agenda were: complaint log; lawn damage complaints; sprinkler systems; "Blast Email"; status of Directory and contacts for owners and renters; insurance and letters regarding those non-compliant; status of tree trimming and removals; pending ACRs or service exception requests; and status of fence repairs by owners.
11. There being no further business, meeting was adjourned. Respectfully submitted, Richard Furst, Secretary.