

Westin Hill Townhome Owners Association Board of Directors Meeting
Minutes, September 10, 2020

Attending: Ed Honig, Mike May, Richard Furst, Cara Woosley, Zachary Ahlf

1. Zachary reviewed the financial reports through August. The results year-to-date are very positive and well within our budget heading in to the Fall and Winter, however he cautions there is always concern for being impacted by snowfall compared to budget forecasts. After discussion, the Board authorized Mike May to investigate and take action on the best option for the CD maturing on the 17th this month; whether to place in Money Market for now or roll it over to a new 36 month term with interest rate bump up options.
2. The Board discussed options for a settlement of Fees owed for the townhome foreclosed on in 2019. Past Fees are due from a Title company and the previous homeowner. The total owed is \$781 from the owner and \$400 from the Title company and our attorney is working to collect those amounts if we cannot reach a settlement.
3. Cliff made a proposal for including some additional brush removal during his Fall and Spring cleanup and after discussion, the Board authorized Cara to pursue detailed language in his contract, when renewed, for completing this work. This could address the concerns raised by our member, Nancy Nothwehr, at the previous January's annual meeting.
4. Cara provided DRAFT copies to the Board of the new contract for snow and lawn care covering the next 3 year period beginning 4-1-2021. She requests feedback from the Board by September 22nd in preparation for our special meeting on September 29th. She proposes an in person meeting by the Board with Cliff before signing by October 7th. On September 29th, the Board and Cara will finalize those two contracts and proceed to detail planning for the Paint contract, setting up meetings with contractors and establishing exact timelines and details for communication to members at the annual meeting January 21, 2021, 6-8 PM at Shawn O'Casey's, 144th and Center St. (approximately). Cara emphasized the importance of finalizing a Paint contract before the end of this year.
5. Cara reviewed the topics she is preparing for the Fall Newsletter. We should try to issue this by early in October if possible. Topics listed: Latent Invoicing for Sprinkler maintenance work performed by Cliff; Trash Can storage and use or disposal of our old (City) containers; Fall cleanup activity; Annual Meeting notice; Notice of upcoming election to the Board; Reminder of need for ACR's for external changes including landscaping, plantings, yard displays, patio and deck repairs.
6. Two ACR's are active and were not acted upon: one for an external trash storage bin and one for a change to the patio retainer wall. Cara will talk further with those two owners for some clarification.
7. There being no further business come before the Board, meeting was adjourned.
Respectfully submitted, Richard Furst, Secretary.