

Westin Hills Townhome Owners Association Board of Directors meeting April 18, 2017  
MINUTES

Attending: Susanne Clair, Lee Schaller, Richard Furst, Alison Opitz for Cara Woosley, and member, Lanae Grieb

1. Minutes of last meeting were approved.
2. Susanne requested a list of addresses from *ABE's Trash* monthly invoice be provided to her by Cara next month.
3. Susanne asked if Cara sent a letter as requested to Cliff outlining our expectations for lawn mowing height, trimming height and precautions for damages, and our mulching and no bagging of grass this year. Alison unsure, does not appear a letter was ever sent, she will check on it. Our Newsletter needs to contain this information and the weekday that Cliff will be in the neighborhood.
4. Alison reported that letters have been issued to those scheduled for painting this year. Discussion ensued regarding starting and completing on time and Susanne asked for assurances that the backup plan is ready to go with JB Renovations if Shavers does not complete all the units per our contract dates. Cara says 16 of the 50 units require repairs prior to painting.
5. Susanne stated that the contract with BEST LAWNS is good until March of 2018 and she will not sign a new contract, stating it can be a task for the new board elected in 2018. Some discussion followed. Lee offered up that she thinks we should begin looking at vendor options this year. Richard offered a suggestion to just seek bids for the "chemicals" line of our budget and seek only to renegotiate terms with Cliff for the other line items under lawn and snow keeping *Best Lawns* but with better oversight from our new property managers. Susanne then instructed Alison to seek bids for all of the services currently provided by *Best Lawns*.
6. Alison will check with Cara regarding the fence repairs authorized in our previous meeting as we had not heard any update on this work. She also will check with Cara on the impact of canceling our insurance for "unowned property" and Susanne specifically asked her to report on what our insurance policy costs now, what it is for, and what will it cost us after the removal of the "unowned prop." coverage.
7. Alison reviewed a draft of the May Newsletter. Many changes were discussed: city ordinance specifics for trash can storage, our standard for trash cans in the garage, the subject of Fees assessed by the City (none from the Association), need to inform owners of the fence repairs coming from the insurance claim, need to inform owners of our lawn care standards relayed to Cliff this year, and need to inform owners of their own responsibility to protect their trees, pipes, wires, posts, etc. from the grass trimmers.
8. Discussion of including any Tree replacement discounts offered from any nurseries to our members. Need to announce that trees should be a minimum of 2 inches in diameter when planting a replacement tree.
9. Newsletter should include the need for an ACR to be approved for any changes on your LOT or to any improvements on your LOT.
10. Alison also handed out the March Financial Reports from Zachary who was unable to attend today.
11. Adjourned. Submitted by R. Furst, Secretary.