

Westin Hills Townhome Owners Association

Board of Directors meeting, in attendance: Susanne Clair, Lee Schaller, Richard Furst, Zachary Ahlf for *Integrity Business*, and Ryan Liberty and Allison Opitz for *PJ Morgan* property managers.

December 12, 2017 MINUTES:

1. Minutes from the November meeting were approved with one correction.
2. Zachary presented the financial results through November and these were approved following discussion of the cash reserves we will require in 2018. Susanne made a motion for lowering the monthly Fees by \$10 in 2018 which was discussed and not passed. A credit balance was determined to be due us from Best Lawns because of an invoice error for fertilization and this will be addressed with them.
3. Some open issues with ACRs were discussed, for example specific unfinished documentation regarding building permits for deck rebuilds which were approved conditioned upon a city permit obtained and a copy submitted to the Association.
4. Lawn care was discussed with specific items reviewed regarding a new contract for snow and lawn services.
5. The Annual Meeting agenda and packet mailing was discussed and schedules established for the mailings and dates to receive ballots and contact information back from members. Bills were approved and paid.
6. Adjourned. Submitted by Richard Furst, Secretary