

Westin Hills Townhome Owners Association
Annual Meeting, January 23, 2018, 6:00 PM, Flatlands Church
Minutes of Meeting

1. Meeting called to Order by new President, Lee Schaller. Lee reported that the outgoing president, Susanne Clair, was unavailable for tonight's meeting due to a sudden family emergency requiring her travel from Omaha. Susanne sent her regrets and thank you's to the membership through a letter when she left.
2. Minutes of last annual meeting in January, 2017 were approved by voice vote.
3. Ryan Liberty was introduced as our new property manager from PJ Morgan and business cards were distributed for his contact information. Cara Woosley was not available due to some family health issues also and sent her regrets, however, Ryan has been well prepared to take over.
4. Ryan reported on the results of the request for member contact information and stressed the importance of obtaining this information. He reported only 27 of the 100 members had responded at the time of the meeting so additional followup will be required to make our records complete for our Directory and for the secured Office records of member contact and contingency contacts.
5. The printed Directory, available upon request, will contain only name and address information in order to encourage more members to provide information without fear of phone numbers and emails being made public.
6. Zachary Ahlf provided a report of the Association Finances as of the year end, 2017 and reviewed the 2017 budget and actual expenses along with the 2018 budget figures and answered questions. He also handed out additional detail reports and was available after the meeting for questions. Financial information will be mailed to all members by the end of February.
7. Ed Honig was announced as the newly elected Board Member replacing Susanne Clair whose 3 year term was successfully completed. Ed will serve as Vice President of the Association, Lee Schaller as President, and Richard Furst as Secretary and Treasurer.
8. Richard reviewed a list of accomplishments for the Association in 2017. A request was approved for Ryan Liberty to begin maintaining a log of all calls concerning the services provided by *BEST LAWNS* and to track items such as "resolved, not resolved, denied, and dates and names and addresses of each event.
9. Discussion took place in response to questions about the sprinkler systems and the maintenance and replacement of heads and control panels. The Board explained that the sprinkler system is owned by each member as personal property and owners are free to call *BEST LAWNS* for service but may call on any service company of their choosing. There was interest expressed in obtaining a price quote for members interested in replacing their control panels in order to obtain as low a cost as possible and to encourage replacement ahead of problems because many systems are 18-20 years old if they are original equipment from Celebrity.
10. The Board explained that, regarding the sprinkler systems, the Association is not responsible with the only exception being the turn-on and turn-off service provided by the Association for which Fees are collected. It was noted, however, that often BEST

LAWNS has replaced sprinkler heads and performed other repairs in the past and not billed home owners for the repairs. However Cliff, the owner, has stated he intends to do a better job of invoicing for this work going forward as it has been provided at his own expense and is not covered by Fees and is not the Association's responsibility.

11. The Board reported that in 2018 information will be sought regarding proof of homeowner insurance coverage in force for each member unit. This has not taken place even though it is in our Covenants to be reported annually so this will be something new we will be pursuing.
12. There being no further business to conduct the meeting was adjourned. Submitted by Richard Furst, Secretary. A list of member attendees is attached.