

# Village of Westlakes Homeowners Association Meeting of the Board of Directors

Date: January 18, 2010

- I. Called to Order at 7:08 pm by the President, Ken Boyle
- II. Roll Call of Directors:

President, Ken Boyle	Present
Joe Salas, Vice-President	Present
Treasurer, Karen Kinerk	Present
Secretary, Dottie Egger	Present
Parliamentarian, Hilda DeShazo	Present
- III. Pledge of Allegiance: Led by Gregg Groepper
- IV. Approval of Minutes: Karen Kinerk moved for approval of the November 9, 2009, meeting as corrected. The motion was seconded by Hilda DeShazo and unanimously approved. The minutes with sign-in roster, all business reports, and Newsletter will be filed in the Corporate Record Book.
- V. Treasurer's Report: Karen Kinerk reported the financial status as of December 31, 2009.

Bank Assests	\$27,758.00
Petty Cash	\$ 29.00
Reserve Fund	\$23,132.00
Total	\$50,919.00
- VI. Reports of Committees:
  - A. Architectural Committee: Karen Kinerk reported that one Member was not in compliance with conformity of Architectural guidelines.
  - B. Clubhouse Activities: Carol Lund reported that she will continue to do the Ladies Luncheons but will resign as Chair of the Clubhouse Activities. She said that several Members have agreed to help out with Clubhouse Activities.
  - C. Clubhouse Maintenance: Joe Salas reported that the Clubhouse Cleaning Contract was being updated and needs to signed and submitted to the Contractor. He also reported that he has two (2) bids for semi-annual service of the five (5) Air Condition units. The low bid is \$55.00 per unit. Also, several air ducts need to be replaced, estimated cost \$1,000. In addition, to replace an A/C unit with a new system is about \$7,000.
  - D. Clubhouse Rentals: Hilda DeShazo reported the Clubhouse has several rentals for January, February, and March. Currently she is waiting for the Golf Committee to provide the dates for their Banquet and tournaments.
  - E. Golf Committee: Maggie McAfee reported that they have a One Club Tournament this Saturday, January 23, 2010, and the cost is \$6.00. Everyone is welcome, even if you don't play in the league. The Putting Contest will be on February 20, 2010, and the final tournament for the League year will be March 19 & 20, 2010. The Banquet will be on March 27, 2010, unless otherwise announced in the Newsletter or via e-mail. All families in the Village of Westlakes are welcome.
  - F. Grounds Committee: Gregg Groepper reported he has been sending e-mails regarding the on-going activity with the greens and ponds. Wednesday (January 20, 2010) Gregg, Marcus Monroe, and an expert on greens will be at the Clubhouse to explain the rebuilding of the greens, laying the water lines, and to answer questions. Everyone is welcome. He also said that Dotti Egger and he were going to a conference at the McAllen Convention Center on Thursday January 21, 2010. The conference will be presented by the urban forester and concerns the urban canopy.
  - G. Swimming Pool Committee: Mike Alebis (the new Swimming Pool Committee Chairman) said he would like to be involved with the new swimming pool fence. However, Karen Kinerk said the new fence has been ordered. A Homeowner who lives next to the swimming pool raised the issue of privacy. Karen said she would check into the status of the order to see if anything could be changed.
- VII. Open Forum:
  - A. Cynthia Ragen asked why there are no curbs on the east side, or older section, of the Village. Chuck Sondrel, a long-time resident, responded that the city did not require sidewalks when the Village was first built.

- B. Mike Alebis, along with Joanne Ryerson, expressed continued concern about the fence for the pool.
- C. Nedra Kinerk stated that with the newsletter being sent out via email, production cost has been reduced. She also thanked all the volunteers who have helped with the distribution in the past.

VIII. Old Business

- A. Directory: Nedra Kinerk said several Members have yet to complete the information form for the Directory. She has some ladies who volunteered to go door to door, but could use more help.
- B. Complaints: Karen Kinerk reviewed some complaints from a Member regarding the City drainage project at Camellia Court, a dirty swimming pool, and how the complaints were resolved. Karen explained that the issues were either out of our hands or resolved. Nedra Kinerk explained that the City completed the drainage ditch at Camellia Court and cleanup has begun. She also added that the No Right Turn on Red at the corner of Ware & Daffodil has been taken down for a 12-18 month trial period.
- C. ACC: Karen Kinerk motioned to send a letter of noncompliance to the Member of Lot 1L. The letter is to include the issues that are not in compliance, the time to remedy the situation, and the advisement of a fine to be assessed. The motion carried after being seconded by Joe Salas.

IX. New Business:

- A. Bank Signature Card: Karen Kinerk moved to update the bank signature card by adding Ken Boyle as President, Joe Salas as Vice-President, and Karen Kinerk as Treasurer. The motion was seconded by Hilda DeShazo and then carried.
- B. Additional Projects:
  - 1. Daffodil Fence: The wood fence along Daffodil needs replacing. Karen moved to table this project because it is not an urgent issue. Joe Salas seconded it. The motion carried.
  - 2. Brush Pen: Ken Boyle said the dirt patch at the entrance of the brush pen should be paved. When it rains vehicles churn the area into a mud hole. He is waiting for the 3 bids to construct a concrete pad.
- C. Reserve Fund: Karen moved to transfer \$8,000 to the Reserve Fund (from the monies left over from last year's budget.) Hilda DeShazo seconded the motion, which was then approved.
- D. Karen Kinerk moved that a letter of noncompliance be sent to the owners of lot 91 concerning the issue of their refusal to submit a signed ACH form. The letter is to give the details of their noncompliance, a method to remedy the situation by February 1, 2010, and notice that they will be recorded as delinquent in the assessments if not remedied. The motion passed after being seconded by Joe Salas.

- X. Adjourn: Karen Kinerk moved to adjourn. Dotti Egger seconded it. Meeting adjourned at 8:11 pm.

Dotti Egger,  
Secretary

## Village of Westlakes Homeowners Association Meeting of the Board of Directors

Date: March 15, 2010

- I. Called to Order at 7:04 pm by the President, Ken Boyle
- II. Roll Call of Directors:

President, Ken Boyle	Present
Joe Salas, Vice-President	Present
Treasurer, Karen Kinerk	Present
Secretary, Dottie Egger	Absent
Parliamentarian, Hilda DeShazo	Absent

- III. Pledge of Allegiance: Led by Ken Boyle
- IV. Approval of Minutes: Karen Kinerk moved for approval of the January 18, 2010, meeting as corrected. The motion was seconded by Joe Salas and unanimously approved. The minutes with sign-in roster, all business reports, and Newsletter will be filed in the Corporate Record Book.

V. Treasurer's Report: Karen Kinerk reported the financial status as of February 28, 2010.

Bank Assets	\$23,860.00
Petty Cash	\$ 49.00
Reserve Fund	\$31,132.00
Total	\$55,041.00

VI. Reports of Committees:

- A. Architectural Committee: None
- B. Clubhouse Activities: None
- C. Clubhouse Rentals: None
- D. Clubhouse Library: Ken reported for Judy Boyle that the library is in good shape, but we might be at the status of too many books.
- E. Clubhouse Maintenance: Joe Salas reported that there were two events over the previous weekend. The users did not comply with the trash rules set forth in 2008 Rules and Regulations. Both restrooms were left dirty and there was too much trash for the cans and trash bags were left on the ground. Joe checked into the possibility of getting the blue can replaced with a black so the Clubhouse would have two black cans for trash. The city of McAllen does not allow that. In order to have two, we would have to pay \$12.50 a month extra. Joe has also gotten two bids for an air conditioner service (preventive) contract (low bid at \$275 for 6 months) and repair of some torn air ducts (around \$1000). Joe contracted with Argus for the required 6-month inspection of the fire suppression system and yearly inspection of the fire extinguisher. Joe looked into a request for an automatic door entrance to the Clubhouse. He found that we are not required by law to have one.
- F. Golf Committee: Maureen Kicza reminded us about the Putting Contest on February 20, 2010, and the final tournament for the League year on March 19 & 20, 2010. The Banquet will be on March 27, 2010, unless otherwise announced in the Newsletter or via e-mail.
- G. Grounds Committee: Gregg Groepper was unable to attend but sent a detailed written report that Ken read. The following items were part of the report.
  - 1. Pond drains – The drains cleaned last year look good. The pond by Fairway 1 should be cleaned when funds are available. The automatic overflow valve is being tested.
  - 2. Carnation Court drainage – Mario Cruz, from the City, has checked out the situation and thinks the City might be able to do the same thing that was done for Camellia Court.
  - 3. Common area tree survey – Mark Koese, the city urban forester, is working with the Village to conduct a survey of our trees. This will help develop a replanting plan. If owners allow, trees on private property may be part of the survey and plan.
  - 4. Greens resurfacing – Marcus has the TIF grass that is needed on order. Before the work on the greens is started, temporary greens will be mowed in so that golfers can still play.
  - 5. Underground sprinklers – The budgeted work for underground sprinklers for holes 1, 2, 7, 8, and 9 and behind greens 2 and 3 will begin sometime after the final golf tournament. The plan is for April 5 – 19, weather permitting.
  - 6. Palm tree trimming – Gregg is submitting a written and pictorial guideline as a recommendation to be considered for all palm trees on Village of Westlakes common areas.
  - 7. Dead tree – The dead tree on common property behind lot 16L has been removed.
- H. Neighborhood Watch: None
- I. Swimming Pool Committee: None

VII. Open Forum: The only Resident wishing to speak during this time was Nedra Kinerk. She apprised us of the upcoming bond issue that was requested by the City of McAllen. There are two issues up for approval. Both involve more area for soccer, tennis, baseball, and softball. One requests permission to sell Westside Park. If this is approved, the plan is to buy the property to our south and use it for the development of baseball and softball fields for kids. The city would try to work with us on the issue of buffering. Nedra urged the Board to be proactive and have a plan in place BEFORE the City asks for our input. We should tie this to the fact that we are a Wildlife Refuge (The city wants to apply for a grant

having to do with wildlife.) and that the City has promised to do something with the canal bank to get plant growth back once the building is completed.

VIII. Old Business

- A. ACH Noncompliance: Karen reported that the matter has been turned over to our lawyer.
- B. ACC Noncompliance: Karen reported that there was no return receipt, therefore, she moved that a new letter be sent and hand delivered. Joe seconded the motion, which was then passed unanimously.
- C. Cleaning Contract: Joe reported that the cleaning contract that was previously approved was ready for signature and would be mailed to the woman doing the work.

IX. New Business:

- A. Revised VWL Rules & Regulations: Nedra thanked all the volunteers who helped with the Directory work. She has a list of OWNERS who still have not updated their information. A part of the Directory will include the Rules & Regulations. Joe and Nedra reviewed them and then had Bob Kinerk, Karen, and Ken review Joe and Nedra's work. As a result Nedra is recommending that the Board approve the revisions of the Rules & Regulations that will be included in the new Directory. The recommendation was made into a motion by Karen and seconded by Joe. The motion was approved unanimously.
- B. Covenants & ByLaws: Joe has taken all of the legal amendments to the ByLaws and compiled them into an easy-to-read format. He would like to put a copy in the hands of each OWNER. Joe made the motion that the VWL will print 200 copies of these easy-to-read Covenants (compiled by Bob Kinerk, Dick Baylog, and Bill MacKenzie) and the ByLaws. They will be distributed to each OWNER. The remainders will be in the office for sale when needed. Karen seconded the motion. The motion passed unanimously.
- C. Rules Non Compliance: Lot 36L is in noncompliance of rules governing the condition of the property. It has trash in the backyard and some gardening issues. Karen moved that the OWNER be sent a Cause-to-Cure letter. Joe seconded the motion. The motion passed unanimously.
- D. AC Service: Joe moved that we enter into a contract with Sergio's Air Conditioning for preventive maintenance and repair of the air ducts. Karen seconded the motion, which passed unanimously.
- E. Floors: Ken asked for thoughts on whether the Clubhouse floor should be stripped and buffed by volunteers or professionals. The consensus was that professionals should do the floor. Joe will look into bids for the job.
- F. Backflow valves: Ken reminded people that some might have gotten letters from the City concerning the need for backflow valves if they have a pool or sprinkler system. Jan Baylog informed us that she was going to have a City worker come see if she had one that would pass the requirement. She suggested that the Village might look into whether we could get a contractor to give a deal to inspect the valves (required yearly) of those in the Village.
- G. Palm Trees: Joe moved that we accept Gregg's recommendation to trim palm trees according to the guidelines given in his written and pictorial report. Karen seconded the motion. The motion passed unanimously.

X. Adjourn: Karen moved to adjourn. Joe seconded it. Meeting adjourned at 8:15 pm.

Karen Kinerk,  
Substitute Secretary

## Village of Westlakes Homeowners Association Meeting of the Board of Directors

Date: April 19, 2010

- I. Called to Order at 7:02 pm by the President, Ken Boyle
- II. Roll Call of Directors:
  - President, Ken Boyle Present
  - Joe Salas, Vice-President Present
  - Treasurer, Karen Kinerk Present

Secretary, Dottie Egger Present  
Parliamentarian, Hilda DeShazo Absent

- III. Pledge of Allegiance: Led by Gregg Groepper
- IV. Approval of Minutes: Karen Kinerk moved for approval of the March 15, 2010, meeting. The motion was seconded by Joe Salas and unanimously approved. The minutes with sign-in roster and all business reports will be filed in the Corporate Record Book.
- V. Treasurer's Report: Karen Kinerk reported the financial status as of March 31, 2010.
- |              |             |
|--------------|-------------|
| Bank Assets  | \$28,672.00 |
| Petty Cash   | \$ 98.00    |
| Reserve Fund | \$31,132.00 |
| Total        | \$59,902.00 |
- VI. Reports of Committees:
- A. Architectural Committee: None
- B. Clubhouse Activities: None
- C. Clubhouse Rentals: None
- D. Clubhouse Library: The Hetkes donated a number of westerns.
- E. Clubhouse Maintenance: Joe Salas reported on the following.
1. Only one of three Janitorial Services provides a bid to clean and wax the floor. Also need to contact the Cleaning Contractor to tell the cleaning crew to stop using the Fabuloso cleaner on the floor.
  2. Received the air condition Service Contract from Sergio A/C and will schedule a service call for this week.
  3. Anzul provided cost information to service and repair the Emergency and Exit lights. The estimate to fix all of the Emergency and Exit lights is \$250.00.
- F. Golf Committee: Millie Hedtke reported that Marsha Davis and her committee did a great job with the food and decorations for the Golf Banquet. Many awards were passed out and it is now time for open golf and the league will start again in the Fall.
- G. Grounds Committee: Gregg Groepper reported on the following.
1. Nedra Kinerk, Ken Boyle, Karen Kinerk, and he met with the McAllen City Manager staff about the proposed sports complex on the Bell's property south of the Village. The city did state they would put up an 8' masonry fence. Gregg recommended we all call Assistant City Manager Brent Branham at 681-1001 to ask about the Sports Complex and urge the city to follow their own ordinances concerning buffering and night lighting.
  2. He also just finished the tree count on the common grounds and will be working with the McAllen Urban Forester to give us an idea of how strong our tree stock is and how we might improve it by planting other species in available planting spots, especially along the area where the Sports Complex might be.
  3. Because of the heavy rain Saturday night, Gregg had to open the valve at the lakes to keep the lakes from overflowing. Marcus Monroe has checked on an automatic overflow valve and the cost would be about \$1,500 plus parts.
  4. The lake behind the clubhouse has been treated to kill the algae. We hope to get the grass carps again, but this takes about a month to get permission from the Wildlife people.
  5. The sprinklers should be finished this week and Marcus is planning to start the greens in mid May to be finished in August. Gregg will be gone by then and will need volunteers to oversee the project.
  6. Marcus also had his men clean the streets of all the debris since the city doesn't seem to be too responsive to our request to have the Village targeted for the street sweeper.
- H. Ladies Activities: Carol Lund reported the following.
1. There were 18 ladies who met for lunch at Roosevelt's and next month they will meet at Red Lobster. Everyone is invited.
  2. The Potluck was a Turkey Dinner and everyone enjoyed the food and fellowship. Since so many Winter Texans are leaving or have left, it will be decided if the Thursday Potluck will continue.
- I. Neighborhood Watch: None
- J. Swimming Pool Committee: None

- K. Communications: Nedra Kinerk reported that the 2010 Directory was finished. They will be passed out at the conclusion to the meeting as well as copies of the Covenants and ByLaws. Any owner not in attendance will need to make arrangements to get theirs. Some volunteers will be delivering some. Renters will receive only a Directory.
- VII. Open Forum: The following residents spoke.
  - A. Kim Courtney questioned why her lawn had not been cut or edged on a regular basis. Gregg Groepper asked if he could answer and was given permission to do so. He attempted to explain the schedule and issues concerning lawn maintenance.
  - B. Sue Lewis mentioned the problem about the stop sign at 41st and Daffodil streets. Residents coming into the neighborhood from 41<sup>st</sup> should use the far right lane and leave the left lane for those turning left onto Daffodil. The street needs to be marked as a left turn lane.
- VIII. Old Business
  - A. ACH Noncompliance: Karen reported that the matter has been resolved.
  - B. ACC Noncompliance: The Cantu's have refused their mail and will not open their door. A notice will left at the house. They were told last year by President Lydia Mora that they were in noncompliance and would be assessed a fine.
- IX. New Business:
  - A. A loose animal complaint has been received. The owner will be given a notice to comply with our regulations, as well as the city's, or face a fine.
  - B. A complaint about a business out of the home has been received. Further information will be needed.
- X. Adjourn: Karen moved to adjourn. Joe seconded it. Meeting adjourned at 8:10 pm.

Dotti Egger  
Secretary

## Village of Westlakes Homeowners Association Meeting of the Board of Directors

Date: July 19, 2010

- I. Called to Order at 7:00 pm by the President, Ken Boyle
- II. Roll Call of Directors:
 

President, Ken Boyle	Present
Joe Salas, Vice-President	Present
Treasurer, Karen Kinerk	Present
Secretary, Dottie Egger	Absent
Parliamentarian, Hilda DeShazo	Present
- III. Pledge of Allegiance: Led by Diego Torres
- IV. The meeting was adjourned for 30 minutes to allow for a presentation by Ben Richards from Cima Roofing concerning the availability of metal roofing as an option in The VWL Architectural Guidelines. At the conclusion of the question-and answer time, President Ken Boyle called the meeting back to order.
- V. Approval of Minutes: Karen Kinerk moved for approval of the April 19, 2010, meeting. The motion was seconded by Joe Salas and unanimously approved. The minutes with sign-in roster and all business reports will be filed in the Corporate Record Book.
- VI. Treasurer's Report: Karen Kinerk reported the financial status as of June 30, 2010.
 

Bank Assets	\$34,695.00
Petty Cash	\$ 62.00
Reserve Fund	\$31,132.00
Total	\$65,889.00

Kinerk went on to report that The VWL no longer is banking with Compass Bank. After Texas State Bank became Compass, the service fees rose drastically. As of July 16, we are now banking with Rio Bank. That bank was chosen because it is local, we have a history with them, and we were offered a savings on our fees of about \$45 - \$50 a month. We will also save some money because we will be using their online bill pay service.

VII. Reports of Committees:

- A. Architectural Committee: Karen Kinerk reported that there are no major projects but did have to have the Board levy a fine against an owner who did not comply with regulations. The major item the ACC is dealing with is the idea of allowing metal roofs. An owner asked for us to consider this, which is why we requested the presentation from Cima. Prior to the meeting, the ACC was not in favor of approving this request. We felt that more information was needed and we wanted to hear from owners. We hope to have a recommendation for the Board by September.
- B. Communications: None
- C. Clubhouse Activities: No report was made, but Maggie McAfee asked if activities could happen if a group put something together. She was told that as long as there was no rental scheduled, residents were welcome to have anything they wanted to put together for the neighborhood.
- D. Clubhouse Rentals: Hilda DeShazo reported that the clubhouse rentals have been active. The renters have been very good in cleanup, both thorough and prompt. Even though we have some air conditioners down, no one seems to have had a problem with the AC. The clubhouse is rented for July 31.
- E. Clubhouse Library: Mary Ann Dawson reminded people to bring in books and magazines.
- F. Clubhouse Maintenance: Joe Salas reported on the following.
  - 1. A new flag was raised.
  - 2. We have requested bids for the two air conditioners that are out for the kitchen and the library area. Salas has had some problems with responses.
  - 3. The floor is due to be scrubbed and waxed on July 30.
  - 4. The emergency and exit lights will be repaired on July 20.
- G. Golf Committee: No report was made except that Ken Boyle relayed the information that the according to Marcus Monroe the greens project is going well except on two greens. Soil samples have been taken on them to see if a suggestion can be made.
- H. Grounds Committee: No report was made except that Ken Boyle relayed the information that the ponds had been drained due to anticipated rain. When no rain refilled the lakes, we used to opportunity to let the ponds dry out a bit so the cattails could be pulled. It was not successful. The Board will meet with Marcus Monroe to determine another option concerning the problem with the cattails.
- I. Neighborhood Watch: Diego Torres reported that since we have had one police incident per month, he thought it was time to get the Neighborhood Watch going. He had a meeting and provided a list of people who would be leaders in their areas. Torres stressed that we as individuals need to do our job and be aware of what is happening. Be especially watchful of service people. If we see something, report it!
- J. Swimming Pool Committee: Mike Alebis reported that he has been active at the pool. Javier (the pool serviceman) cleans the pool twice a week in the summer. Alebis, himself, has been working on the tile around the pool. He asked if it might be possible to get a vacuum so that he could help keep the pool clean. He will look into the price of one.

VIII. Old Business:

- A. Air Conditioner: Bids are being collected as previously reported.
  - B. Floor: The floor will be cleaned as previously reported.
- IX. Open Forum: No residents wished to speak.
- X. Adjourn: President Ken Boyle adjourned the meeting at 8:22 after Karen Kinerk moved to do so, and Joe Salas seconded the motion.

Karen Kinerk  
Treasurer  
Substituting Secretary

# Village of Westlakes Homeowners Association Meeting of the Board of Directors

Date: September 20, 2010

- I. Before the meeting began, Cecila Guilliot from Rio Bank made an informal presentation. She went over several options and benefits that her bank offers. She offered to help transfer the direct debits and automatic payments from an old account if anybody wished to move to Rio and wanted help with the process.
- II. Meeting Called to Order at 7:00 p.m. by President Ken Boyle
- III. Roll Call of Directors:

President, Ken Boyle	Present
Joe Salas, Vice-President	Present
Treasurer, Karen Kinerk	Present
Secretary, Dottie Egger	Absent
Parliamentarian, Hilda DeShazo	Absent
- IV. Pledge of Allegiance: Led by Ricardo Chapa
- V. Treasurer's Report: Karen Kinerk reported the financial status as of August 31, 2010.

Bank Assets	\$50,144.00
Petty Cash	\$ 62.00
Reserve Fund	\$31,132.00
Total	\$81,338.00

Kinerk went on to request people submit any project recommendations for next year's budget with an estimated cost. The recommendations should be in writing and dropped off in the office door slot or sent by email ([kkkinerk@aol.com](mailto:kkkinerk@aol.com)) to her. This request is especially important to committee chairs.
- VI. Approval of Minutes: Karen Kinerk moved for approval of the July 19, 2010, minutes. The motion was seconded by Joe Salas and unanimously approved. The minutes with sign-in roster and all business reports will be filed in the Corporate Record Book.
- VII. Reports of Committees:
  - A. Architectural Committee: Karen Kinerk reported that she is working with an owner who needs to come into compliance concerning some remodeling work. She also requested that the Board table the item concerning metal roofs. Her committee would like the opportunity to examine the samples that were received right before the meeting. Kinerk pointed out again that the metal roof was only being considered as an option.
  - B. Communications: Nedra Kinerk reported that any news for the October *Link* should be submitted by September 22. She also indicated that the 25 printed copies of the newsletter would be increased since they seem to disappear almost as soon as they are placed on the table. She ended her report with a reminder that there are a good number of people who have yet to pick up their directory, Covenants, and By-Laws. These documents are an important part of neighborhood since it keeps all of us in contact and up-to-date. She has a list of 72 people who still need these documents.
  - C. Clubhouse Activities: No Report.
  - D. Clubhouse Rentals: No Report.
  - E. Clubhouse Library: Judy Boyle reminded people that the library is available to all.
  - F. Clubhouse Maintenance: Joe Salas reported on the following.
    1. He has bids for the air conditioners. He recommends the bid of \$6195 from Sergio's. This will replace #1, replace the compressor on #2, replace the bad wiring on #4, and move #2 so that there is an air flow between the units.
    2. He needs help on the committee. This is especially true for the times when he is out of town. Please let him know if you are willing to help.
    3. The light fixtures are failing. He will be getting bids to replace the units. This might turn into a project for next year's budget.
    4. The filters in the ceiling need to be replaced.
  - G. Golf Committee: No Report.
  - H. Grounds Committee: Joe Salas spoke on this topic even though he is not on the committee. He wanted to address the matter of the letters that some people got concerning their grass. Salas indicated that people got letters if their grass was not in compliance but realizes that the fight against the St. Augustine grass is almost impossible. Salas reported that Marcus is

trying to keep the St. Augustine off the golf course. There was a discussion of the problem with several suggested options. Because of the varied suggestions and the fact that it concerns golf and grounds, Karen Kinerk suggested the two committees be asked to work on the problem and later make a recommendation to the Board. Boyle concluded the discussion by accepting Kinerk's recommendation.

- I. Neighborhood Watch: No Report.
  - J. Swimming Pool Committee: Mike Alebis reported that he has worked on several items around the pool. He also said that Javier (the pool man) had to retune the pump after the power outage as well as his usual duties. Alebis concluded by making arrangements to borrow Boyle's power washer to clean up the pool area.
- VIII. Old Business:
- A. Air Conditioner: Karen Kinerk moved to accept the recommendation for Sergio's to complete the work specified in the air conditioner work bid. Salas second the motion, which then passed.
  - B. Metal Roofs: Boyle tabled this item to give the Architectural Control Committee the time requested to examine the samples.
- IX. Open Forum: No residents wished to speak.
- X. Adjourn: President Ken Boyle adjourned the meeting at 8:05.

Karen Kinerk  
Treasurer  
Substituting Secretary

## Village of Westlakes Homeowners Association Meeting of the Board of Directors

Date: October 25, 2010

- I. Meeting Called to Order at 7:02 p.m. by President Ken Boyle
- II. Roll Call of Directors:

President, Ken Boyle	Present
Joe Salas, Vice-President	Absent
Treasurer, Karen Kinerk	Present
Secretary, Dottie Egger	Present
Parliamentarian, Hilda DeShazo	Absent
- III. Pledge of Allegiance: Led by Diego Torres
- IV. Treasurer's Report: Karen Kinerk reported the financial status as of September 30, 2010.

Bank Assets	\$50,498.00
Petty Cash	\$ 62.00
Reserve Fund	\$31,132.00
Total	\$81,692.00

Kinerk went on to announce that the budget was mostly ready but she still needed to hear from a few people. She asked Larry Reicha whether the Daffodil fence could be repaired or had to be replaced. He responded that it should be replaced and reminded the Board of the availability of a city grant.
- V. Approval of Minutes: Karen Kinerk moved for approval of the September 20, 2010, minutes. The motion was seconded by Dotti Egger and unanimously approved.
- VI. Reports of Committees:
  - A. Karen Kinerk reported that the ACC wished to recommend a no vote on the metal roof option. She explained that the committee works within the Covenant guidelines and must also consider the neighbors. Finishing the recommendation, Kinerk moved that the Board disapprove the metal roof option. Dotti seconded the motion, which then passed.
  - B. Communications: No Report
  - C. Clubhouse Activities: Carol Lund reported that the Ladies Luncheons were going well and to check the newsletter for the upcoming lunches. Kinerk reported that Marsha Davis has been working to promote more activities. She recently held a movie night.

- D. Clubhouse Rentals: No Report.
  - E. Clubhouse Library: No Report.
  - F. Clubhouse Maintenance: With Joe Salas absent, there was no formal report, but several in attendance stated that there had been several times when items such as large plastic bags, paper towels, etc. were not available. Ken Boyle said this was an issue because Salas lives so far away and is not able to keep up with replenishing supplies and that in the past Norm Sands has taken on this duty for a small fee. Karen Kinerk said that Norm is willing to do this.
  - G. Golf Committee: No Report.
  - H. Grounds Committee: Gregg Groepper reported that since his return last Wednesday he had walked around and found problems on greens 2, 5, and 7. He spoke with Marcus about working on them. There are several trees in need of trimming because they are dead or dying. Groepper is going to speak with the McAllen Forester to see if he will come out and give some advice.
  - I. Neighborhood Watch: Diego Torres reported that he has been trying to get Sheriff Office to come out for a talk but has had no luck. He did get a flyer from the Sheriff's office about a free class on Homeowners safety Firearms Course. He also passed out a list of Area Captains that you may contact at any time. He is also trying to get the McAllen Police Department to send someone to give a talk about the Neighborhood watch.
  - J. Swimming Pool Committee: No Report.
- VII. Old Business:
- A. Air Conditioners: Ken was happy to report that three new air conditioners were in and running.
  - B. Metal Roofs: The report and recommendation on metal roofs was done under ACC report.
- VIII. New Business
- A. Nominating Committee Results: There is one position on the 2010 ballot. If anyone is willing to run, please let us know.
  - B. Election Procedure: The election is set for December 12, 2010. We will be sending out the notice with the ballot and proxy on November 12, 2010.
- IX. Open Forum: Linda Irgens asked whether letters were being sent to owners about their property because her neighbor's yard has had some improvement but needs a lot more. Ken stated that letters about fines have been sent.
- X. Adjourn: President Ken Boyle adjourned the meeting at 7:50.

Dotti Egger  
Secretary

## Village of Westlakes Homeowners Association Meeting of the Board of Directors

Date: November 15, 2010

- I. Called to Order at 7:08 pm by the President, Ken Boyle
- II. Roll Call of Directors:
 

President, Ken Boyle	Present
Joe Salas, Vice-President	Absent
Treasurer, Karen Kinerk	Present
Secretary, Dottie Egger	Present
Parliamentarian, Hilda DeShazo	Present
- III. Pledge of Allegiance: Led by Dennis Mandsager
- IV. Treasurer's Report: Karen Kinerk reported the financial status as of June 30, 2010.
 

Bank Assets	\$41,592.00
Petty Cash	\$ 62.00
Reserve Fund	\$31,132.00

Total \$65,889.00

The budget for 2011 was approved by the Board in an action-without-a-meeting. It was sent out with the notice of the annual meeting. It showed no increase in the monthly maintenance fees, which will remain at \$120.00. The budget also includes two major projects for next year: solar heating for the pool and a Daffodil fence replacement.

- V. Approval of Minutes: Karen moved to except the October minutes as corrected, Hilda seconded, motion carried.
- VI. Introduction of candidate Mark Roberts. Since Mark was unable to be at the meeting Karen, read his resume. Ken stated that we would accept nominations from the floor as usual at the Annual Meeting in December.
- VII. Reports of Committees:
  - A. Architectural Committee: None
  - B. Communications: None
  - C. Clubhouse Activities: No report was made, but Karen mentioned that there would be a Thanksgiving potluck (with turkeys furnished by VWL) and a Christmas dinner on December 11 with Raz-Ma-Tazz performing.
  - D. Clubhouse Rentals: Hilda reported that we had four rentals in October and have scheduled four for November and two for December. We discussed the problem of using the Clubhouse with an open invitation to all residents but not giving out personal invitations. After the discussion, it was decided that Hilda would make sure neighbors have been invited before allowing a no-cost rental.
  - E. Clubhouse Library: None
  - F. Clubhouse Maintenance: Karen gave a report that was based on emails from Joe who asked that someone (possibly Marcus) be asked to contract to do some of the work needed around the Clubhouse since we have no committee.
  - G. Golf Committee: Gregg will try to work out a watering schedule for the greens and fairways that does not interfere with daily golfing and league play.
  - H. Grounds Committee: Gregg and Marcus went around and marked trees in the common area that need trimming and checked on the fairways. Marcus will be adding sulfur to areas with a salt build-up. These areas will require watering, but as stated above, will try to be done around the golfing times. Gregg let owners know that letters would be sent to owners who need to do their own trimming. Gregg is also hopeful about beginning the nursery behind the 6<sup>th</sup> tee. This would allow us to edge or fill in spots with our own Tif grass
  - I. Neighborhood Watch: Karen reminded neighbors that if they see something or have a problem, don't just call a Board member, call the police.
  - J. Swimming Pool Committee: The issue of solar heating was discussed. We have been told that in order to facilitate solar panels, we need to extend the porch roof. That will require bids. Michael reminded us that we would not get three bids for the solar panels because there are not three contractors. There are only two, and each one has a slightly different product.
- VIII. Old Business:
  - A. Daffodil Fence: Karen stated that we have three bids: Liberty at \$7012, Richards at \$9026, and Campbell at \$7524. Dotti moved to accept the Campbell bid. Hilda seconded the motion. The discussion included the fact that even though Campbell is not the lowest, we have worked with them in the past and like their work and policies. The motion passed.
  - B. Solar heating: No further discussion was needed after the pool report.
  - C. Election Process: Karen reminded residents of the upcoming election on December 12. We have one person on the ballot but will accept nominations from the floor. Ken will be appointing an election committee.
- IX. New Business:
  - A. Owner request: Nedra Kinerk asked for permission to plant a hibiscus tree in the common area close to her patio. She was given permission.
  - B. Action for ignored notices: Owners who have ignored request for action to cure will be sent stronger letters indicating a fine as the next step. The ACC problem will be sent a letter with a deadline before legal action is taken.
  - C. Resignation: Karen read Joe Salas's resignation. He will be unable to finish his two-year term for personal reasons. Karen moved that we accept his resignation effective December 31, 2010. Dotti seconded, motion carried. If anyone is willing to serve one year of his term, please let a current Board member know.

- D. Holiday dinner spending: Karen informed the Board that Marsha was requesting extra money in order to buy the necessary items for the Thanksgiving and Christmas dinners. Karen moved that allow Marsha to purchase what was needed and Hilda seconded, motion carried.
- X. Open Forum:
  - A. Nedra announced a meeting at First Christian Church on November 18 at 6:15 pm. The subject is "Destination City," for the performing arts. She passed out fliers with this information.
  - B. Karen said that a neighbor was inquiring about the possibility of another neighborhood garage sale. Hilda volunteered to be in charge of one with the stipulation that everyone gets his or her own permit this time. It was decided the VWL would buy the newspaper ad. The sale will be in late March or early April.
- XI. Adjourn: President Ken Boyle adjourned the meeting at 8:24.

Dotti Egger  
VWL Secretary

## Village of Westlakes Homeowners Association Annual Meeting of the Homeowners

Date: December 12, 2010  
Location: Village of Westlakes Clubhouse

- I. Call to Order: Called at 2:10 p.m. by President Ken Boyle.
- II. Pledge of Allegiance: Led by Bill McAfee
- III. Proof of Notice of Meeting: Karen Kinerk announced that Notice of the annual meeting had been mailed to all homeowners. A copy of the Notice will be placed in the Corporate Record Book.
- IV. President's Opening Remarks: Boyle thanked all members for their attendance at monthly meetings and help throughout the 2010 year. He then reminded members of the major accomplishments for the year.
- V. Confirmation of Quorum: Kinerk reported that 38 Lot Owners are needed for a quorum. With 34 proxies and 22 Lot Owners in attendance, there is a quorum.
- VI. Approval of Minutes: Wally Eggers moved for approval of the December 13, 2009, minutes. The motion was seconded by Jim Gressinger and unanimously approved.
- VII. Nominations: Boyle opened the floor for nominations for the position of Director (3 year term) to add to the current ballot with Mark Roberts named. With no additional nominations, Boyle closed nominations and entertained a motion to elect Roberts as a Director by acclamation. Barbara Trussel moved to do so, and Gregg Groepper seconded the motion. The motion passed unanimously. Roberts was declared the new Director.
- VIII. Adjourn: Boyle adjourned the meeting for an Executive Session of the new Board.
- IX. Board Officers: Kinerk returned and called the meeting back into session at 2:20 to name the new officers of the Board. They are as follows:
  - President – Karen Kinerk
  - Vice President – Mark Roberts
  - Secretary – Dotti Egger
  - Treasurer – Karen Kinerk
  - Parliamentarian – Hilda DeShazo
  - Member – Joe Salas (until December 31, 2010)

- X. Announcements: Kinerk announced that there would be a Board meeting on December 20. The main item of business will be the appointment of a Member to replace Salas until the next annual meeting. Any suggestions should be given to current Board members. Following the Board meeting will be a Work Session to determine Committees and possible chairs.
- XI. Adjourn: President Kinerk adjourned the meeting at 2:25.

Karen Kinerk  
Substituting Secretary

## Village of Westlakes Homeowners Association Meeting of the Board of Directors

Date: December 27, 2010

- I. Called to Order at 7:02 pm by the President,
- II. Roll Call of Directors:
 

a. President/Treasurer, Karen Kinerk	Present
b. Vice President, Mark Roberts	Present
c. Secretary, Dotti Egger	Present
d. Parliamentarian, Hilda DeShazo	Present
e. Member, Joe Salas	Absent
- III. Pledge of Allegiance: Led by Gregg Groepper
- IV. Approval of Minutes: Mark Roberts moved for approval of the November 15, 2010, meeting. The motion was seconded by Dotti Egger and unanimously approved.
- V. Treasurer's Report: Karen Kinerk reported the financial status as of November 30, 2010.
 

a. Bank Assets	\$42,290.00
b. Petty Cash	\$ 12.00
c. Undeposited funds	\$ 870.00
d. Reserve Fund Total	\$31,132.00
e. Total	\$74,304.00
- VI. Old Business – Ignored Notices: Several letters were discussed (not naming names), and one in particular was an on going problem of over more than a year. Dotti Egger made a motion that we turn this one over to our lawyer for further action. Mark Roberts, seconded, motion carried.
- VII. New Business – Board Member Appointment: Karen Kinerk, stated that there was only one person who agreed to fill in until the next Annual Meeting and that was Gregg Groepper. Dotti Egger made a motion to appoint Gregg Groepper to fill the 1-year term for Joe Salas. Hilda DeShazo seconded; it was unanimously approved. Karen entertained a motion to appoint Gregg Groepper treasurer when he takes office on January 1, 2011. Dotti Egger so moved, and Hilda DeShazo seconded the motion, which then passed.
- VIII. Announcements - Karen Kinerk announced that the city had agreed to help pay for the Daffodil Fence project.
- IX. The meeting was adjourned at 7:20 pm.

Submitted by Dotti Egger, Secretary