

I. Village of Westlakes
II. Board Agenda Meeting Minutes
September 26, 2017

7:00 PM

I. Call to order

Meeting was called to order by Diego Torres at 7:05 PM

III. Roll call

The following board members were present during the board meeting, a quorum was established.

Diego Torres- President

Jim Hall- Treasurer

William Duck- Vice President

Michelle Quiroz- Secretary

Chuck Hvass- Parliamentarian (virtual call)

IV. Pledge of Allegiance

Diego Torres led the board and resident in reciting the Pledge of Allegiance.

V. Approval of August 14, 2017 Minutes

Jim Hall made motion to approve August meeting minutes as presented, Bill Duck made a 2nd motion, and the board unanimous approved August 14th meeting minutes

VI. Treasurer's Report

a) August Treasurer's report

Jim Hall reported financial for the month of August and September 2017. Jim stated the village is on budget through the first 8 months, and for the month of September, \$1,300 under in YTD budget. Board budget is in shape.

VII. Committee Reports

a) Architectural Control

Jim reported, no requests since last meeting.

b) Clubhouse Maintenance

Mr. Joe Salas reported the HVAC system was fixed over the summer. The flag will need to be replaced, Diego reported we have a spare flag to replace the flag and will do so. Mr. Salas report the sprinkler box was turned off and is not watering the plants in the clubhouse. Mr. Groepper reported there are 2 boxes, and clarified the sprinkler was running today. The front entrance and gutters were cleaned around the clubhouse. Mr. Salas also reported a bathroom toilet was fixed. Diego requested "exit" lights to be replaced.

c) Clubhouse Rentals

Margie Duck reported 2 rentals scheduled in September. The Christmas party will be updated to Saturday December 16th.

d) Compliance

Due to lack of committee members, there has been very little activity in conduction compliance checks. Diego reported committee will have additional support soon.

e) Grounds

Gregg Groepper reported a timer was faulty and no longer working, it is still under warranty and will be returned and reinstalled. Gregg requested permission to purchase 8 ebony trees to replant the 8 dead by the south lawn. Michelle made motion to approve the purchase of the ebony trees. Jim Hall request 2 ebony trees to be transplanted to the area, board agreed to purchase and transplant the ebony trees.

Larry and Clark volunteered to be in grounds committee.

f) Ladies' Lunch

No report.

g) Social

No report. Halloween party is scheduled on October 28th. Sign up in the clubhouse.

h) Golf

Chuck Hvass reported dates will be sent out to member by mid-October.

i) Pool

Bill Duck reported a relief valve blew at the pool house. A new valve was ordered and replaced. The cleanup charge was \$75 and the valve replacement was \$35.

j) Communications

No report. A resident reported a burglary. Being a private property, the owner is responsible to put up the fence. The owner is going to be placing a fence to prevent further issues. The common grounds property was blocked by ebony trees, the residents are responsible for blocking the back of fence.

VIII. Open Issues

a) Clubhouse energy efficiency enhancement proposal status

Michelle Quiroz reported the following activity for Clubhouse energy efficiency committee:

1. Team met on Saturday to discuss on going energy efficiency projects.
2. Of the \$7,500 allocated to the project in 2017, \$5689 has been spent and \$1811 remain for use in 2017.
3. Team recommend replacement of the 6 ceiling fans in the clubhouse to be upgraded to a more energy efficient model. Estimated cost is \$900 plus labor installation. Board approved replacement and installation of fans in the clubhouse and exercise room.
4. Committee is reviewing recommendations for 2018 budget to include- replacing registers, redoing duct work to

meet efficiency standards with rigid structures, standardizing pumps timers for fountain aerators, only aerate at night, put lock boxes on aerator timers and re-evaluate mini AC split option in lieu of redoing ductwork.

b) Nominating Committee status

Mr. Salas will chair of the nominating committee for 2018 elections. Four positions are up for election. Jim Hall expressed concerned the lack of participation. At the current rate of lack of participation, there will not be enough members to run on the board and very soon the village will need to outsource the management of the HOA to a third party and increase dues.

2018 VWLHOA Board Vacancies

Four (4) VWLHOA board member positions will need to be filled at the December 17th annual meeting.

The following vacancies will need to be filled:

3 positions of 3- year terms

1 position of 2 year term

<u>Board Member</u>	<u>Elected</u>	<u>Years remaining</u>
Bill Duck	12/14 (15-16-17)	0 3 Yr Vacancy
Michelle Quiroz	12/14 (15-16-17)	0 3 Yr Vacancy
Jim Hall	12/14 (15-16-17)	0 Reelection? <i>Undecided</i>
Chuck Hvass	12/16 (17-18-19)	1
Diego Torres	12/16 (17-18-19)	2 <i>Resigning (2 Yr Vacancy)</i>

If residents are interested in running for the board and serve the community, they will need to be nominated via the Nomination committee from now until the November 20th board meeting. There will be open floor nominations open only at the November 20th board meeting. Nominations will be closed thereafter and the ballots will be prepared for the December 17th annual meeting.

IX. New Business

a) “Action without a Meeting” Security system for pool and brush shed.

Diego reported action without a meeting regarding the security system. Board voted by majority to install pool and brush area.

b) Installed Security cameras at pool and brush shed

Cameras were installed in September at the cost of \$3700 dollars.

c) Determine a fixed day for the Annual Meeting and Christmas party

The Christmas party will be held on the 2nd weekend of December, the annual meeting is the 2nd Sunday of December starting in 2018. Board will decide in January 2018 the Christmas party and annual meeting schedule for each respective year.

X. Announcements

Women's chorus every Monday at 7am, volunteered to sing at the Christmas party.

Mr. Clark von Heller reminded residents to sign up for the Halloween party. Asking residents to place pumpkins in the clubhouse to decorate.

XI. Upcoming meeting

October 17, 2017

XII. Open Forum

Resident expressed concerned about excessive parking.

XIII. Adjournment

Meeting adjourned at 8:27 PM.