

Village of Westlakes
Minutes of the Regular Meeting of the Board of Directors

January 18, 2016
7:00 PM

I. Call to order

Diego Torres, Chair called the meeting to order at 7:02 PM

II. Roll call

The following directors were present/absent (*indicates absence)

Diego Torres- President

Angelica Vela- Vice-President

Jim Hall- Treasurer

Michelle Quiroz – Secretary

William Duck- Parliamentarian

III. Pledge of Allegiance

Torres led the meeting with the Pledge of Allegiance

IV. Approval of amended November 16th, 2015 Minutes

Jim Hall made a motion to approve minutes, William Duck second the motion, board unanimously approved the meeting minutes for November 16th, 2015.

V. Treasurer's Report

December 2015 Treasurer's report -Jim Hall reported December 2015 financials were e-mail to the community for review.

Bank update - The current balance in the operating account is approximately \$56,000 and the reserve account has about \$87,000. Jim Hall reported \$36,000 was transferred from the operating account to the reserve account. Reserve Funds may be used only for major repair and/or replacement of common property elements not normally budgeted on an annual basis and only expended in accordance with the Bylaws provisions.

VI. Committee Reports

a) Architectural Control

Jim Hall reported one request was submitted to the architectural control committee in December 2015 and one request in January 2016. Both request were approved by the committee.

b) Clubhouse Maintenance

Michelle Quiroz provided an update to clubhouse maintenance as reported by Julian Mora. Updates to the clubhouse for the month of December included installation of motion sensors, floors stripped and waxed, the purchase of new utility cart, purchase of TV & wall mount for the exercise room, and A/C filters replaced.

c) Clubhouse Rentals

Margie Duck reported 3 rentals were planned for the month of January 2016.

d) Compliance

Larry Rericha and Diego Torres reported palm trees on common ground will be trimmed throughout the month of January, additionally, some palm trees identified as excess have been removed. Residents recommended to plan shade trees where the palm trees were removed.

e) Grounds

The grounds committee met to plan recommended improvements for 2016. The following is a list of recommendations:

1. Pond draining to commence on January 15 2016
 2. Fish restocking after pond refill
 3. Aeration- Gregg Groepper will assist in the installation of additional aerator
 4. Golf course ground repair by holes 3 & 4 at \$160 per load
 5. Ponds back stabilization at lot 89
 6. Palm tree trimming to begin January 15, cost of \$25 per palm with 60 palms to be trimmed. Removal of 8 palms identified as excess from 4 clusters (3 palms per cluster by lot 58L at \$173 each.
 7. Wood fence painting to commence on January 18th, 2016.
 8. Common ground grassless area maintenance.
 9. Golf course traps- maintain on #1 & #9 only.
- f) Ladies' Lunch
- Carol Lund reported ladies lunch was held at Master P's in the month of December 2015. Next ladies lunch session will take place at Rene's of Sharyland.
- g) Library
- No report.
- h) Social
- Angelica Vela drafted a survey for residents to identify activities residents are interested in participating.
- i) Golf
- No report.
- j) Pool
- Joann Ryerson reported vandalism took place in the pool during New Year's Eve. There was discussion that the community needed to find a method to improve security procedures and improve monitoring of the pool.
- k) Communications
- No report.

VII. Open issues

No open issues were reported.

VIII. New business

- a) Diego Torres reported monthly dues will remain at \$131 per month.
 - b) President Torres introduced the new Board Members for 2016
 - c) Authorized bank signatories – A motion was made by Jim Hall and seconded by Bill Duck to make necessary changes to the signature card at Rio Bank to update for new Board of Directors. Motion passed unanimously.
 - d) Diego Torres reported no resolutions were taken by the board during the annual meeting. Michelle Quiroz was instructed to send meeting minutes to VWLHOA back to recognize new board members elected for 2016.
 - e) Clubhouse updates
- Diego Torres reported a proposal for continued updates to the VWL Clubhouse. The following items were proposed:
1. Strip and wax of clubhouse floor - \$541.00
 2. Re-tile entryway, clubhouse foyer, bathroom and clubhouse office - \$1,043.00
 3. Installation of PA system - \$738.00
- Jim Hall motioned to make improvements as listed, Michelle Quiroz second the motion; board unanimously approved clubhouse updates as proposed.
- f) Swimming pool repair proposal update
- William Duck reported three bids were received for pool improvements. All bids included a three warranty on the project, William Duck and the committee recommended M & L Pools bid as the bid was submitted for

\$21,445. Hamlin Pools submitted a bid much higher, and the third contractor bid submission had no references. Community members took the floor and mentioned M & L Pools was a reputable company and supported the bid proposal. Jim Hall made a motion to approve M & L Pools bid, Michelle Quiroz second the motion. Four of 5 board members approved the proposal. One board member abstained from voting. The board also made the recommendation to form a committee to oversee the pool repair project. William Duck volunteered to steer the committee. Payment for the pool repairs will be paid out of the operating account. If additional funds are needed from the reserve account, the Board will present that motion at a later date in accordance with Bylaws provisions.

g) Shuffleboard floor mats

Diego Torres reported floor mats to prevent safety hazards from occurring for residents using the clubhouse shuffleboard will be priced and purchased as soon as possible.

h) Action without a meeting- Revision to Clubhouse rental agreement

Diego Torres reported an Action without a meeting regarding the revision of the Clubhouse rental agreement.

IX. Announcements

- a) Razzmatazz – February 6th 2016
- b) Valentine’s Day Social – February 13th 2016

X. Upcoming meeting

- a) February 15th 2016
- b) March 21st 2016

XI. Open Forum

XII. Adjournment

Meeting adjourned at 7:53 PM.

Michelle Quiroz
VWL Secretary