

**Village of Westlakes**  
**Board Agenda (Open to members)**

March 21, 2017

7:00 PM

I. Call to order

Diego Torres- President call to order the regular session board meeting at 7:05 PM

II. Roll call

All board members were present with the exception of Charles Hvass. A quorum to hold the meeting was established with the following board members:

Diego Torres – President (Present)

Vice-President- William Duck (Present)

Treasurer- James Hall (Present)

Parliamentarian – Charles Hvass (Absent)

Secretary- Michelle Quiroz (Present)

III. Pledge of Allegiance

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

IV. Approval of January 17, 2017 Minutes

A correction was noted in the January 17, 2017 meeting minutes to specify board approval for the purchase of the TV located in the library area of the clubhouse. No other corrections noted, William Duck made motion to approve the amended meeting minutes, Jim Hall second the motion; the board unanimously approved the amended January 17, 2017 meeting minutes.

V. Treasurer's Report

Jim Hall reported expenditures against 2017 budget is on track. The bank balance in checking account was at approximately \$20,000, and the reserve account had approximately \$100,000 in cash reserves.

VI. Committee Reports

a) Architectural Control

Jim Hall reported two (2) requests were under review. A resident brought up a concern regarding an electrical box was in the process of being enclosed by a wood structure near the clubhouse pool area. Jim Hall stated Architectural Control committee has not approved the request; board will take action to address the concern.

b) Clubhouse Maintenance

No report.

c) Clubhouse Rentals

Margie Duck reported one rental was booked in January, two rentals in February. For the month of March two rentals and one post funeral events were booked.

d) Compliance

Chuck Hvass provided status update to Michelle Quiroz, and Michelle reported two resident accounts are in the process of being addressed by the compliance committee.

e) Grounds

Diego Torres reported several residents have provided positive feedback on the installation of fountain pond aerators and fountains. Residents have placed an inquiry to the board to purchase additional fountains, however the board informed residents there is no additional funding in the 2017 budget to purchase extra fountains.

Resident addressed the board with the concern the fountain by the Clubhouse has intermittent issues due to electrical requirement to satisfy fountain energy needs. Board agreed to request Marcus to perform minor electrical work for a cost of about \$35 to split the electrical line for dedicated energy to the fountain.

f) Ladies' Lunch

No report. Ladies lunch is scheduled the second month of each month.

g) Social

Spring Fling will be held on April 8<sup>th</sup>, 2017. Cocktails will be served at 5:30 PM and dinner at 7:00 PM. \$10 cover charge to attend Spring Fling, residents interested in attending will need to sign up at the clubhouse or contact Charles Hvass.

h) Golf

No report.

i) Pool

Bill Duck report morning exercise session have begun at the clubhouse pool. Communication via e-mail was sent out to residents.

j) Communications

NOTE TO RESIDENTS: Please ensure communications e-mail [ywlcommunication@aol.com](mailto:ywlcommunication@aol.com) is updated in your contacts list within your e-mail account to avoid community e-mails going to spam/junk folder. Also, periodically check your spam/junk folder for communications that have been inadvertently sent to spam/junk mail by your e-mail service provider.

Michelle Quiroz and Marsha Davis will review communication e-mail distribution is up to date.

VII. Open issues

a) Clubhouse energy efficiency enhancement proposal status

Michelle Quiroz reported the following actions have taken place for project:

- LED light installation at the pool
- Hardware replacement for the clubhouse entrance was replaced

Michelle reported the following initiatives were no longer being pursued by the committee due to funding constraints:

- Installation of light filtering cellular shades
- Installation of clubhouse double-pane windows

After careful consultation with the committee the team decided not to pursue the aforementioned initiatives for the following reasons, 1. After measuring the windows, Lowe's advised the committee each window was a different size and required uniquely measured cellular shades, thus increasing the cost to install light filtering cellular shades. 2. The teams was not in favor of installing custom shades for single-pane windows, and later decide to install double-pane windows of a standard size, rendering custom size shades unusable for the new windows. 3. The cost to install new double-pane windows was quoted over \$9,000, far exceeding the 2017 budget of \$7,500 approved by the board.

Michelle reported the following actions are still in progress of installation

- On demand water heater installation for kitchen sinks
- LED lighting change to the interior of the clubhouse, exercise room, office, hallway, billiards room
- LED lighting change to the exterior of the clubhouse security lighting

Expenditure to date:

Total 2017 Budget: \$7,500

Q1 2017 expenditures:

- LED lighting for pool- \$ 38

Remaining 2017 budget: \$7,462

VIII. New Business

a) Filing on Nonprofit periodic report

Jim Hall addressed the board and residents that Chuck Hvass will be submitting a nonprofit periodic report to the State of Texas.

b) Change of energy service provider

Michelle Quiroz reported a change of energy service provider was approved by the board in an action without a meeting. As part of the Clubhouse efficiency project, Norm Sands identified that the previous energy provider was charging VWLHOA a variable KWH rate of up to 21 KWH. TXU Energy was approved by the board as the energy service provider due to improved fixed 10.5 KWH rate.

IX. Announcements

No announcements.

X. Upcoming meeting

a) April 18<sup>th</sup>, 2017

XI. Open Forum

Diego Torres reported City of McAllen approved the move of the trimmings storage/queue area from the north side of the maintenance shed to the south side of the maintenance shed.

Diego Torres reported a contact from the City of McAllen advised the Bentsen running trail project will be started in the next two months.

Gregg Groepper reported the "Texas Wildscape" sign was removed due to wood rot damage and is in the process of rebuilding the wood frame by Marcus.

XII. Adjournment

Meeting adjourned at 8:02 PM

Michelle Quiroz

VWL HOA Secretary