

# *Village Homes Property Owners Association*

*1040 Evenstar Avenue, Westlake Village, CA 91361*

## **BOARD OF DIRECTORS MEETING**

September 11, 2019

### **Minutes**

#### **CALL TO ORDER AND ESTABLISH QUORUM**

The meeting of the Board of Directors of Village Homes Property Owners Association of September 11, 2019 was called to order at 5:48p.m.

#### **BOARD MEMBERS PRESENT**

A quorum was established with Board Members John Chavez, Laurence Stern and Michael McGillivray. John Chavez left the meeting at 5:52.

#### **BOARD MEMBERS ABSENT**

Janet Wall and Thomas Nial.

#### **OTHERS PRESENT**

Tish Matthews, Association Manager, The Emmons Company  
Valarie Alejo, Recording Secretary, The Emmons Company  
1 Homeowner

#### **HOMEOWNER COMMENTS**

The owner present wanted to thank the board for their time and hard work.

#### **COMMITTEE REPORTS**

**Greenbelt/Landscape-** No report

##### **Architectural**

**Lot#11202 Appeal for approval-** The owner was present at the meeting. MOTION: Laurence Stern made a motion approve the architectural request as submitted. Michael McGillivray seconded the motion and it passed.

**Lot#38102-Landscape w/o approval-** Owners installed artificial turf without approval. The board believed the owners acted in good faith by contacting the clubhouse and completing the application the next business day.

No further action will be taken by the board.

**Pools** – The board would like for management to contact Cooksey's for an End of Summer report.

**Finance Committee-** Mike McGillivray would like clarification on the IRS Rule 70-604 as to where the excess funds are deposited and would like the exact amount to show on the report.

**Clubhouse & Violations-** A copy of the report was reviewed.

#### **APPROVAL OF MINUTES**

**August 14, 2019 General Meeting MOTION:** Michael McGillivray made a motion to approve the August 14, 2019 meeting minutes as presented. Laurence Stern seconded the motion and it passed all in favor.

**August 14, 2019 Executive Session for legal- MOTION:** Michael McGillivray made a motion to approve the August 14, 2019 executive meeting minutes. Laurence Stern seconded the motion and it passed all in favor.

**August 27, 2019 Executive Session for legal** Michael McGillivray made a motion to approve the August 27, 2019 Executive meeting minutes. Laurence Stern seconded the motion and it passed.

## **FINANCIAL REPORT**

The financial report for August 2019 was presented by Michael McGillivray, showing total cash on hand of \$383,964.76 as of August 31, 2019 **MOTION:** Michael McGillivray made a motion to approve the August 2019 financial report. The motion was seconded by Laurence Stern and passed unanimously.

**Delinquency Report** – A copy of the log was reviewed. **MOTION:** Michael McGillivray made a motion to approve a lien on lot 33802. Laurence Stern seconded the motion and it passed all in favor.

## **MANAGEMENT REPORT**

Tish Matthews reported she is in the process of obtaining bids for thermostatic controlled vent for the pool equipment room.

## **OLD BUSINESS**

**Parking Lot Lights-** New bulbs have been ordered so the lighting will match.

**Reserve Study-** Not received yet. Tish Matthews will contact the vendor.

**Brush Clearance** – Final work was supposed to be completed by the end of August. The board would like management to follow up with the vendor.

**Clubhouse Painting-** Bluewater Paint bid updated.

## **NEW BUSINESS**

**Landscape RFP- Status-** The proposals are due back September 16, 2019. Laurence Stern reported Darius Rahbar is unable to be chair of the committee but will continue to help when he can. Mike McGillivray will be looking at the budget to figure out how much money there is to begin this project.

**Request for Reimbursement Lot#8502-** The owners submitted a request for reimbursement in the amount of \$2950.00 for damage that was caused by a common area tree. **MOTION:** Laurence Stern made a motion to approve the request for reimbursement. Michael McGillivray seconded the motion and it passed.

**Pool Container Storage** – The board would like management to contact AAA to get more information on the size of boxes that are needed to hold the pool chemicals.

**Approve 2018 Audit-** Mike McGillivray will review.

**Paint Bids-** **MOTION:** Michael McGillivray made a motion to approve the updated proposal submitted by Bluewater Paint in the amount of \$12,070. Laurence Stern seconded the motion and it passed all in favor.

## **CORRESPONDENCE**

A letter was provided to the board regarding security patrol for the association. Management advised that the Village Homes CC&R's is not chartered to provide patrol security. If owners would like they can form a neighborhood watch.

## **BOARD COMMENTS**

None.

## **NEXT MEETING**

The next board of directors meeting is scheduled for October 9, 2019 5:00 p.m. for executive session and 5:30 p.m. for the regular meeting.

## **ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:00p.m.

Respectfully submitted,

Valarie Alejo,  
Recording Secretary