

Village Homes Property Owners Association

1040 Evenstar Avenue, Westlake Village, CA 91361

BOARD OF DIRECTORS MEETING

October 9, 2019

Minutes

CALL TO ORDER AND ESTABLISH QUORUM

The meeting of the Board of Directors of Village Homes Property Owners Association of October 9, 2019 was called to order at 5:48p.m.

BOARD MEMBERS PRESENT

A quorum was established with Board Members John Chavez, Laurence Stern, Michael McGillivary and Janet Wall.

OTHERS PRESENT

Tish Matthews, Association Manager, The Emmons Company
Valarie Alejo, Recording Secretary, The Emmons Company
Hugh Warren – Architectural Committee
4 Homeowners

HOMEOWNER COMMENTS

The owner of lot# 8202 was present to discuss a courtesy notice that was sent. He advised the board that due to medical issue he will need more time to address the issue. The board thanked him for communicating and will hold off on any further action. The owners of lot #43602 were present to request that the board change the way the natural areas are maintained. The board advised that they are doing what they can to remove any dead plants or trees from that area. Janet advised although many of the trees in that area may look dead, but they are live oaks and are protected by the city. The owner of lot 13501 has requested a meeting with the architectural committee and was present to introduce herself.

COMMITTEE REPORTS

Greenbelt- Janet Wall reported that Brightview will be removing the ivy around the large oak at 792 Triunfo and the second round of trimming should be completed in the next month. There are two dead oak trees that need to be removed. The proposal will be in the next board packet. Janet Wall is scheduled to meet with Treescapes to inspect trees in the community next week.

Landscape- Laurence Stern reported the committee will be meeting with the three companies that submitted proposal for the new landscape plan. They are also working on which areas will take top priority and will need to be completed first. The first project will start with the Evenstar Island including a monument sign.

Architectural- No report

Pools – John Chavez will purchase two new boxes from Home Depot to store the pool chemicals. Management received the end of summer report from Cooksey's and will forward via email.

Finance Committee- Mike McGillivary will be working with Laurence Stern on the 2020 budget.

Clubhouse & Violations- A copy of the report was reviewed. There are a few elderly or disabled owners that have contacted the association regarding the maintenance of their home. They are aware that their home needs to be maintained but due to health issues they are unable to keep up with the regular maintenance. The board suggested contacting the Scouts or the Girl Scouts to see if they could provide some assistance. Another suggestion was to seek help from their neighbors. If the owners are willing to ask the neighbors for help management would assist with getting the letters out.

APPROVAL OF MINUTES

September 11, 2019 General Meeting MOTION: John Chavez made a motion to approve the September 11, 2019 meeting minutes as amended. Laurence Stern seconded the motion and it passed with Janet Wall abstaining.

September 11, 2019 Executive Session for legal- MOTION: Michael McGillivary made a motion to approve the September 11, 2019 executive meeting minutes an amended. Laurence Stern seconded the motion and it passed with Janet Wall abstaining.

FINANCIAL REPORT

The financial report for September 2019 was presented by Michael McGillivary, showing total cash on hand of \$345,144.96 as of September 30, 2019 **MOTION:** Michael McGillivary made a motion to approve the September 2019 financial report. The motion was seconded by Laurence Stern and passed unanimously.

Delinquency Report – A copy of the log was reviewed.

MANAGEMENT REPORT

Tish Matthews reported the bill for the fallen oak tree last week was received from Treescapes in the amount of \$3,400.

OLD BUSINESS

Parking Lot Lights- New bulbs were installed all now match.

Reserve Study- Tish Matthews will contact the reserve company and provide the information requested.

Clubhouse Painting- Scheduled for December.

Approve Audit 2018-MOTION: Michael McGillivary made a motion to approve the 2018 Audit. Laurence Stern seconded the motion and it passed all in favor.

RFP Landscape Status- Discussed earlier.

Pool Container Storage- Discussed in the committee report.

NEW BUSINESS

Treescapes Bid for oak tree at 792 Triunfo/greenbelt

MOTION: Janet made a motion to approve the bid submitted from Treescapes in the amount of \$1,275. John Chavez seconded the motion and it passed all in favor.

CORRESPONDENCE

None.

BOARD COMMENTS

Michael McGillivary would like to discuss the Emmons and Brightview contracts at the next meeting for budgeting.

MOTION: Michael McGillivary made a motion for the Village Homes board to join CAI. Laurence Stern seconded the motion and it passed all in favor.

MOTION: John Chavez made a motion to change the meeting date to the first Wednesday of the moth starting in February. Laurence Stern seconded the motion and it passed all in favor.

NEXT MEETING

The next board of directors meeting is scheduled for November 13, 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 7:30p.m.

Respectfully submitted, Valarie Alejo,
Recording Secretary