

# *Village Homes Property Owners Association*

*1040 Evenstar Avenue, Westlake Village, CA 91361*

## **BOARD OF DIRECTORS MEETING**

May 06, 2020

### **Minutes**

**CALL TO ORDER AND ESTABLISH QUORUM** The meeting of the Board of Directors of Village Homes Property Owners Association of May 06, 2020 was called to order via teleconference at 5:30p.m.

**BOARD MEMBERS PRESENT** A quorum was established with Board Members Laurence Stern, Michael McGillivary and Janet Wall.

#### **OTHERS PRESENT**

Donna Yofan, Association Manager, The Emmons Company  
Valarie Alejo, Recording Secretary, The Emmons Company  
1 homeowner

#### **APPROVAL OF MINUTES**

**April 1, 2020 Executive Meeting for legal- MOTION:** Michael McGillivary made a motion to approve the April 1, 2020 executive meeting minutes as presented. Janet Wall seconded the motion and it passed all in favor.

**April 01, 2020 General Meeting MOTION:** Janet Wall made a motion to approve the April 1, 2020 meeting minutes as amended. Michael McGillivary seconded the motion and it passed all in favor.

**HOMEOWNER COMMENTS** – The owner of lot#1501 wanted to make sure her quarterly dues payment was received. She also wanted an update on when the pool would be opened as she uses it regularly for exercise. The board advised the pool will remain closed until the stay at home orders have been lifted.

#### **COMMITTEE REPORTS**

**Greenbelt-** Janet Wall created a form for owners to complete when they have a tree maintenance request.

**MOTION:** Michael McGillivary made a motion to approve the use of the form. Laurence Stern seconded the motion and it passed all in favor.

**Landscape-** Addressed under old business.

**Violation-** A copy of the report was reviewed. The board would like the committee to continue monitoring homes that are not in compliance. The board would like the homes that have been in violation for having their home listed on a short term travel website to be checked once a month to confirm the home is no longer on the website.

**Architectural-** No report.

**Pools** – The pool will remain closed. The access key cards have been deactivated and signs are posted.

**Finance** - No report.

**Clubhouse-** The damaged wood is in the process of being replaced. Bluewater Paint will return to finish painting the clubhouse once they are done. The poles at the tennis courts have been painted.

**FINANCIAL REPORT** The financial report for March 2020 was presented by Michael McGillivray, showing total cash on hand of \$452,829.14 as of March 31, 2020. **MOTION:** Michael McGillivray made a motion to approve the March financials. The motion was seconded by Laurence Stern and passed unanimously.

**Delinquency Report** – A copy of the log was reviewed. **MOTION** Laurence Stern made a motion to place a lien on lot#42202 if a payment is not made within 30 days from the intent. Michael McGillivray seconded the motion and it passed all in favor.

**MANAGEMENT REPORT** - Donna Yofan presented the report to the Board.

## **OLD BUSINESS**

**Evenstar Island/Monument sign** – The board would like the contract from Gardens by Di to specify the letters on the new monument sign will match the letters that are currently on the monuments.

**Sorrelwood Gate-** The warning sign has been installed at the top of the hill on Sorrelwood. The fence is scheduled to be installed next week.

**Brush Clearance Proposals-MOTION:** Janet Wall made a motion to ratify the approval of the three proposals submitted by Bert Duzy in the amounts of \$6,300, \$2,250, \$4,200. Mike McGillivray seconded the motion and it passed all in favor.

**Camera System Proposals** – The Board reviewed proposals to repair the system. The Board agreed to create a Request for Proposal to replace the entire system.

**Lifeguard Proposal-** Tabled

**Pool Deck Proposal-** The board would like management to obtain additional bids.

**Election Status** – The election notice was mailed to the membership.

**Rules Revisions-** The proposed rules revisions were reviewed. **MOTION:** Janet Wall made a motion to send updated Rules & Regulations document to homeowners once the greenbelt rule is finalized. Laurence Stern seconded the motion and it passed all in favor.

## **NEW BUSINESS**

**Emergency Rule Consideration-MOTION:** Michael McGillivray made a motion to approve the proposed emergency Use of Greenbelt rule and to send to homeowners for a comment period with the annual election mailing. Laurence Stern seconded the motion and it passed all in favor.

**Tree Replacement Proposal-** Brightview submitted a proposal in the amount of \$3,080.00 to install seven crape myrtle trees to replace trees that have been removed within the association. **MOTION:** Laurence Stern made a motion to approve the proposal. Janet Wall seconded the motion and it passed all in favor. Janet Wall will walk with Elbin from Brightview to decide where the trees should be planted.

## **Policy Review**

**Tree Maintenance** – The Board made minor modifications to the proposed Tree Maintenance Program.

**MOTION:** Laurence Stern made a motion to adopt the proposed program with the amendments. Janet Wall seconded the motion and it passed all in favor.

**Brush Clearance** - The Board made minor modifications to the proposed Brush Clearance Program.

**MOTION:** Michael McGillivray made a motion to adopt the proposed program with the amendments. Laurence Stern seconded the motion and it passed all in favor.

**Dues Collection** – The Board opted not to adopt the proposed program. They will continue to use existing Assessment Collection Policy as it stands for any delinquency issues that may arise.

**Children’s Pool Resurface Proposal-** AAA Pools submitted a proposal in the amount of \$2,700 to drain and sand the children’s pool. **MOTION:** Mike McGillivray made a motion to approve the proposal in the amount of \$2,700. Lawrence Stern seconded the motion and it passed all in favor.

**Reserve Study Proposal-** Reserve Study Inc submitted a proposal for an updated Reserve Study. The Board agreed to table the proposal until later in the year.

**Rafter Beam Repair** - The Board reviewed proposals for wood repair at the clubhouse. **MOTION:** Laurence Stern made a motion to approve Lampert Construction’s bid of \$5,700. Janet Wall seconded the motion and it passed all in favor.

**Termite Proposals** - - The Board reviewed a proposal from Ventura Pest Control for termite treatment at the clubhouse. **MOTION:** Michael McGillivray made a motion to approve the spot treatment proposal of \$459. Janet Wall seconded the motion and it passed all in favor.

**CORRESPONDENCE** - A homeowner’s concern about opening the tennis courts was reviewed. The community amenities are considered public, and therefore will remain closed at this time.

**BOARD COMMENTS** - Concern was expressed over the use of #VillageHomes on Twitter looking like the Board was endorsing any comments including the hashtag. Laurence Stern agreed to reach out to the homeowner currently using it to discuss alternatives.

## **NEXT MEETING**

The next board of directors meeting is scheduled for June 03, 2020; 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 8:38 p.m.

Respectfully submitted,

Valarie Alejo, Recording Secretary