

# *Village Homes Property Owners Association*

*1040 Evenstar Avenue, Westlake Village, CA 91361*

## **BOARD OF DIRECTORS MEETING**

October 14, 2020

### **Minutes**

**CALL TO ORDER AND ESTABLISH QUORUM** The meeting of the Board of Directors of Village Homes Property Owners Association was called to order via teleconference at 5:50p.m.

**BOARD MEMBERS PRESENT** A quorum was established with Board Members Laurence Stern, Michael McGillivray, Kelly Cannan, Tony Baird and Peggy Neary.

#### **OTHERS PRESENT**

Donna Yofan, Association Manager, The Emmons Company  
Valarie Alejo, Recording Secretary, The Emmons Company  
2 Homeowners

#### **APPROVAL OF MINUTES**

**July 29, 2020 Annual Membership Meeting- MOTION:** Kelly Cannan made a motion to approve the July 29, 2020 Annual Membership Meeting minutes as presented. Mike McGillivray seconded the motion and it passed all in favor.

**September 9, 2020 Executive Meeting - MOTION:** Peggy Neary made a motion to approve the September 9, 2020 executive meeting minutes as presented. Tony Baird seconded the motion and it passed all in favor.

**September 9, 2020 General Meeting -MOTION:** Tony Baird made a motion to approve the September 9, 2020 meeting minutes as presented. Kelly Cannan seconded the motion and it passed all in favor.

**HOMEOWNER COMMENTS** – The Board reviewed an email request to post a banner regarding the use of rodenticides on the Association’s website. The Board agreed and requested management find an appropriate location on the website.

#### **COMMITTEE REPORTS**

**Greenbelt-** Paul Grace volunteered to be a part of the greenbelt committee. **MOTION:** Michael McGillivray made a motion to appointment Paul Grace as a member of the greenbelt committee. Laurence Stern seconded the motion and it passed all in favor. **MOTION:** Mike McGillivray made a motion to approve bid# #184252 10-14-2020 from Treescapes to treat 6 eucalyptus trees on the Waterby greenbelt. Laurence Stern seconded the motion and it passed all in favor.

**Landscape-** No report.

**Violation-** A copy of the report was reviewed.

**Architectural-** Val Alejo is working with Dunn Edwards and the architectural committee to get Village Homes approved paint colors online.

**Pools** – Grant Peterson and Michael Rose volunteered to be on the pool committee. **MOTION:** Kelly Cannan made a motion to appoint Grant Peterson and Michael Rose to the pool committee. Laurence Stern seconded the motion and it passed all in favor.

**Finance** – Mike McGillivary provided the board with a general reserve funds forecast, third quarter operating forecast and tree maintenance work summary.

**FINANCIAL REPORT** The financial report for September 2020 was presented by Donna Yofan, showing total cash on hand of \$409,340.88 as of September 30, 2020. **MOTION:** Michael McGillivary made a motion to approve the September 2020 financials as presented. The motion was seconded by Peggy Neary and passed unanimously. **MOTION:** Laurence Stern made a motion to renew the CD with union bank into a six-month CD. Mike McGillivary seconded the motion and it passed all in favor.

**Delinquency Report** – A copy of the log was reviewed. **MOTION:** A motion was made by Laurence Stern to send intent to lien notices to lot #3802 and 42002. The motion was seconded by Kelly Cannan and passed all in favor. The Board also requested a letter be sent to the “residents” of lot #17701 in an attempt to contact the owner.

**MANAGEMENT REPORT** - Donna Yofan presented the report to the Board. The board would like an article in the next Village Voice asking for experienced volunteers for the website.

## **OLD BUSINESS**

**Camera System Update-** Inner-I has completed the installation of the new camera systems. Management will set up training for the system.

**Pool Loan Refinance-** Michael McGillivary reported the loan was reset and will be a savings of \$1,652.14 per month.

**Annual Sidewalk Repair Assessment- MOTION:** Tony Baird made a motion to approve the proposal from BPR in the amount of \$7,950.00 to maintain the greenbelt sidewalks. Mike McGillivary seconded the motion and it passed all in favor. The money will be used from the general reserve fund and will be paid in the 2021 calendar year for accounting purposes.

## **Amenities Reopening Consideration**

**Election Drop site** – The election division requested that the Village Homes Clubhouse to be a backup drop off location for ballots.

**Westlake Village Newcomers-MOTION:** Peggy Neary made a motion to approve the newcomers request to have a toy drive in the clubhouse parking lot. Tony Baird seconded the motion and it passed all in a favor.

**Pool Maintenance Proposals- MOTION:** Kelly Cannan made a motion to provide a 30-day notice to AAA Pools to end services and begin new service with Malibu Pools beginning December 1, 2020. Tony Baird seconded the motion and it passed all in favor.

#### **NEW BUSINESS**

**Reserve Study Proposal-** A site visit will be scheduled next year.

**Ratify Brightview Proposal- MOTION:** Laurence Stern made a motion to ratify proposal submitted by Brightview in the amount of \$983.00 for the replacement of six Oleanders along Waterby Street. Mike McGillivary seconded the motion and it passed all in favor.

**Draft Budget Review-** The board reviewed a copy of the draft budget.

#### **CORRESPONDENCE –**

**Clean Power Alliance-MOTION:** Tony Baird made a motion to change to the lean power option. Mike McGillivary seconded the motion and it passed all in favor.

**BOARD COMMENTS –** Michael McGillivary requested a calendar of press dates for the Village Voice.

#### **NEXT MEETING**

The next board of directors meeting is scheduled for November 11, 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 8:26 p.m.

Respectfully submitted,  
Valarie Alejo, Recording Secretary