

Village Homes Property Owners Association

1040 Evenstar Avenue, Westlake Village, CA 91361

BOARD OF DIRECTORS MEETING

November 11, 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 5:34 p.m.

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

OTHERS PRESENT

Donna Yofan, Association Manager, The Emmons Company
2 Homeowners

APPROVAL OF MINUTES

October 14, 2020 Executive Meeting - MOTION: Kelly Cannan made a motion to approve the October 14, 2020 executive meeting minutes as presented. Peggy Neary seconded the motion and it passed all in favor.

October 14, 2020 General Meeting -MOTION: Michael McGillivary made a motion to approve the October 14, 2020 meeting minutes as presented. Kelly Cannan seconded the motion and it passed all in favor.

HOMEOWNER COMMENTS

A homeowner in attendance inquired as to why the assessments have not been reduced with the facilities closed and requested a copy of the balance sheet and income statement. The Board agreed to have that sent to him.

Another homeowner inquired about owner responsibility for garden walls where there are shared driveways.

The Board reviewed an email regarding the landscape on the walkways near the pool and Ashford Court. The greenbelt committee had reviewed the complaint. The Board agreed no action was required at this time but, the area will be added to the list to review in Spring.

COMMITTEE REPORTS

Greenbelt- The Board reviewed an email regarding the need for walls needing to be painted that face the greenbelt. Michael McGillivary is going to request Paul Grace to document the issue, determine who owns the walls and a plan of action.

Landscape- No report.

Violation- A copy of the report was reviewed.

Architectural- No report.

Pool – Kelly Cannan provided an update on progress for reopening plans pending COVID-19 restrictions.

Finance – No report.

FINANCIAL REPORT

The financial report for October 2020 was presented by Donna Yofan, showing total cash on hand of \$434,084.28 as of October 31, 2020. **MOTION:** Michael McGillivary made a motion to approve the October

2020 financials as presented. The motion was seconded by Kelly Cannan and passed unanimously.

Delinquency Report – A copy of the log was reviewed. **MOTION:** A motion was made by Tony Baird to start the collections process with lot #34902. The motion was seconded by Kelly Cannan and passed unanimously. **MOTION:** A motion was made by Michael McGillivray to send an intent to lien to lot #1501, after the process is discussed with the homeowner. The motion was seconded by Kelly Cannan and passed unanimously.

Budget Approval – Michael McGillivray presented information on the current and future financial status of the Association and presented a proposed budget. **MOTION:** A motion was made by Michael McGillivray to accept the proposed budget, moving the extra \$7,328 to tree maintenance, with no dues increase. The motion was seconded by Peggy Neary and passed unanimously.

MANAGEMENT REPORT - Donna Yofan presented the report to the Board. The greenbelt sidewalk trip hazard abatement program has been completed with over 4 miles of sidewalk evaluated and remedied. The Board discussed a remaining sidewalk lift at the greenbelt entrance on Glenhollow. Donna will follow up with the contractor.

The new clubhouse awning will be installed at the end of November.

Malibu Pools has been selected as the new vendor to service the pools in order to reduce costs and improve service. They will begin service December 1.

OLD BUSINESS

Camera System Update- The Board requested a non-disclosure agreement be executed prior to obtaining access to the new video camera footage. Training and cloud/off-site storage still needs to be completed. The Board requested that specific testing be incorporated into the camera system training, to ensure the RFP requirements are met.

NEW BUSINESS

Management Contract Renewal – **MOTION:** A motion was made by Laurence Stern to approve the amendment to the management agreement with no changes other than an extension of services through December 31, 2021. The motion was seconded by Peggy Neary and carried unanimously.

CORRESPONDENCE

Work Comp Insurance Renewal – Information was provided by insurance agent regarding policy moved from Amtrust to Hanover Insurance

BOARD COMMENTS – None

NEXT MEETING

An executive session will be held December 9th at 5:00 p.m. The next board of directors meeting is scheduled for January 13, 2021 at 5:00 p.m. for executive session and 5:30 p.m. for the general session.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:20 p.m.

Respectfully submitted,
Donna Yofan, Association Manager