

# *Village Homes Property Owners Association*

*1040 Evenstar Avenue, Westlake Village, CA 91361*

## **BOARD OF DIRECTORS MEETING**

January 13, 2021

### **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  
Claudette McCarroll, Recording Secretary, The Emmons Company  
Craig Chretien – Violations Committee

#### **APPROVAL OF MINUTES**

**MOTION:** A motion was made by Peggy Neary to approve prior minutes from the November 11, 2020 executive and general session, December 9 and December 28, 2020 executive sessions as presented. The motion was seconded by Kelly Cannan and passed unanimously.

#### **HOMEOWNER COMMENTS**

The Westlake Village Newcomers Club asked to hold a drive thru event in the clubhouse parking lot on February 8<sup>th</sup> from 9am-12pm. The Board asked management to obtain more details of the event before deciding.

Emails from two homeowners were reviewed regarding political signs still being posted on individual properties. The Board agreed homeowners should call the city with complaints of political signs.

#### **COMMITTEE REPORTS**

**Greenbelt** - Mike McGillivary discussed upcoming tree trimming. The oak trees will be trimmed first then the natural area. He also addressed landscape around pool and dog park. Tony expressed concern about Brightview's service. He will supply additional vendors for review. Mike would like to continue with Brightview for a while because if trees died, they would be warrantied.

**Pool** – The Board discussed reopening the pool this summer, if possible. Management will move forward with lifeguard meeting.

**Violations** – The log was reviewed.

The Board reviewed a request to have fines waived for lot #13501. The Board agreed no additional fines at this time. They will reconsider the request after work is complete.

**Finance** – Mike McGillivary provided a review of the reserve fund status and year-end results. He requested Reserve Studies Inc be contacted immediately to begin the study.

The Board wants to include the list of 2020 projects in the Village Voice.

## **FINANCIAL REPORT**

The financial reports for November 2020 and December 2020, were reviewed. As of December 31, 2020, the total cash on hand was \$310,438.58. **MOTION:** A motion was made by Mike McGillivary to accept the November and December 2020 financials as presented. The motion was seconded by Laurence Stern and carried unanimously.

**Delinquency Report** – The report was reviewed.

Lot #34902 – The Board agreed to the homeowner’s proposed payment plan.

Lot #34302 – The Board reviewed a request to waive the fine. Board agreed, if the house remains in acceptable condition until the close of escrow, they will waive the fine.

Lot #49602 – The Board agreed to allow the owners the requested 6 week extension to bring the property current on assessments.

**MOTION:** A motion was made by Laurence Stern to file a lien against lot #3802. Mike McGillivary seconded the motion which carried with Kelly Cannan abstaining.

The Board agreed to send delinquency warning letters to lots #703, 10502, 34402, 40502 and 23701

## **MANAGEMENT REPORT**

Donna Yofan presented the report to the Board. She will follow up with Malibu Pool Pros to verify which chemical system is being utilized.

Claudette McCarroll will complete the process to get Association paint colors online for homeowner’s review.

**MOTION:** A motion was made by Peggy Neary to order 3 additional surveillance signs. Mike McGillivary amended the motion to include an additional sign for the front door of the clubhouse. The amended motion was seconded by Kelly Cannan and carried unanimously.

The 2021 calendar was reviewed. A few edits were requested: July board meeting to start at 5pm., October board meeting to take place on 6<sup>th</sup> not the 7<sup>th</sup>. Lastly, December board meeting time TBD.

## **OLD BUSINESS**

**Camera System Update** – The Board reviewed proposals from Inner-I for additional cameras and cloud storage.

**MOTION:** A motion was made by Laurence Stern and seconded by Mike McGillivary to purchase 4 additional cameras for \$3,130 and passed unanimously. The Board rejected NVR back up and cloud storage options.

**MOTION:** A motion was made by Laurence Stern to purchase a metal lock box for the NVR at \$780. Kelly Cannan seconded the motion and it carried unanimously.

## **Roof Repair Reimbursement - Lot 17302**

Homeowner requested the possibility of an additional \$1,000 for future repairs. The Board denied the request as this should be covered under warranty with the contractor.

## **NEW BUSINESS**

**Insurance Renewal** (includes workers compensation) – **MOTION:** A motion was made by Mike McGillivary to accept the insurance proposals at \$2,323 for umbrella coverage and \$361 for workers compensation. Laurence Stern seconded the motion which passed unanimously.

**Sidewalk Repair** – A proposal for \$4,670 to replace sidewalk was not accepted. Tony said he will provide additional vendors to remove the roots and lifted sidewalk and repour the sidewalk.

**Water Pooling** – The Board required a proposal to add a French drain be obtained from the same vendors bidding the sidewalk repair.

**Expenditure Resolution** – **MOTION:** A motion was made by Peggy to accept the resolution as presented. Mike McGillivary seconded the motion and it passed unanimously.

**Board Positions** – The Board agreed to fill the open board positions. The Board is assigned as follows:

Laurence Stern – President  
William ‘Tony’ Baird - Vice President  
Michael McGillivary - Treasurer  
Margaret Mohler aka Peggy Neary - Secretary  
Kelly Cannan – Member at Large

## **NEXT MEETING**

The next Board of Directors meeting will be held February 10, 2021.

## **ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:21 p.m.

Respectfully submitted,  
Claudette McCarroll, Recording Secretary