

# *Village Homes Property Owners Association*

*1040 Evenstar Avenue, Westlake Village, CA 91361*

## **BOARD OF DIRECTORS MEETING**

April 14, 2021

### **General 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 5:46 p.m.

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

#### **BOARD MEMBERS ABSENT**

Kelly Cannan and Tony Baird

#### **OTHERS PRESENT**

Donna Yofan, Association Manager, The Emmons Company  
Claudette McCarroll, Recording Secretary, The Emmons Company  
2 Homeowners

#### **APPROVAL OF MINUTES**

**MOTION:** A motion was made by Mike McGillivary to approve the March 10, 2021 executive and general minutes as presented. The motion was seconded by Peggy Neary and carried unanimously.

**MOTION:** A motion was made by Peggy Neary and seconded by Mike McGillivary to approve the March 30, 2021 executive minutes as presented. The motion carried unanimously.

#### **HOMEOWNER COMMENTS**

A homeowner's email was reviewed regarding the landscaping maintenance at Evenstar and Hampshire.

A homeowner in attendance asked when the tennis court will reopen. Laurence Stern stated the Board made the decision today to reopen May 15 with all necessary restrictions. A letter will be sent to all homeowners with details of reopening.

#### **COMMITTEE REPORTS**

**Greenbelt** - Mike McGillivary noted that he is still working with Brightview on improving the bids for the Evenstar/Hampshire slope. The Clubhouse will be redone at no charge since the plants died due to neglect. On May 4, 2021 Mike will walk with Treescapes to review zone 1 and remaining work/dead wooding needed in zones 5, 6 and 3.

**Pool** – The Board reviewed the two comments received from homeowners regarding the drafted COVID pool/tennis court rules. **MOTION:** A motion was made by Mike McGillivary to adopt the COVID pool/tennis court rules as drafted for the 2021 season only. The motion was seconded by Peggy Neary and carried unanimously. **MOTION:** A motion was made by Laurence Stern to reopen the pool/tennis court with protocols in place on May 15, 2021; with the closing date is to be determined later in the season. The motion was seconded

by Mike McGillivary and carried unanimously. The Board authorized Donna Yofan to sign the contract with Cooksey's Lifeguard and Swim Academy.

**Violations** – The violation log was reviewed. Mike McGillivary suggested to divide up violation log so Board can follow up on outstanding items. Donna Yofan will reach out to the fire department regarding any regulations regarding palm fronds.

**Finance** – Mike McGillivary said all appears to be in good shape.

### **FINANCIAL REPORT**

**March 2021-** The financial report for March 2021 was reviewed. Laurence Stern noticed a CD will be maturing soon. Donna Yofan stated new rates come out on Monday. Mike McGillivary suggested laddering the CDs; one year and then 6 months for additional CD. **MOTION:** A motion was made by Mike McGillivary to accept the March 2021 financials as presented. The motion was seconded by Laurence Stern and passed unanimously.

**Delinquency Report** – The delinquency report was reviewed. Current quarterly assessments are due by May 15<sup>th</sup>.

### **MANAGEMENT REPORT**

Donna Yofan presented the management report. Items to note: nomination forms are due April 15<sup>th</sup>, 3 greenbelt waters meters were turned off since they are not being used (monthly savings of approximately \$250), online paint colors should be available for review next week and pergola covers have been located and need to be placed prior to pool opening.

The efflorescence on the pool deck has returned. The situation will continue to be monitored.

The Westlake Newcomers asked about using the clubhouse for their meetings again starting in October. The Board expressed optimism in being able to accommodate them but, thought it was too soon to confirm that the Clubhouse will be open by then.

### **OLD BUSINESS**

**Sidewalk Repair** – **MOTION:** A motion was made by Laurence Stern to pay Lexicon, Inc. in full for a total of \$15,000. The motion was seconded by Peggy Neary and carried unanimously.

**Picnic Tables** – After reviewing the price of recoating existing tables and purchasing new tables, the price is roughly the same. The Board would like a proposal for the purchase of a new table.

**Weed Abatement** – **MOTION:** A motion was made by Laurence Stern to approve three proposals from Bert Duzy for \$6,300, \$2,250 and \$4,200 for weed abatement. The motion was seconded by Peggy Neary and carried unanimously.

**Camera Placement** – The Board reviewed alternative views for a camera. It was decided current view is sufficient, no need to spend an additional \$750. Donna Yofan to obtain the final mapping of the cameras.

## **NEW BUSINESS**

**Air Conditioning System Maintenance** – Aladdin provided routine maintenance on the air conditioning systems. They suggested the systems need to be replaced due to their age. The Board asked for another check and proposal for the systems.

**Reserve Study** – Mike McGillivary said the study was positive. **MOTION:** A motion was made by Mike McGillivary to accept the second draft of the Reserve Study. The motion was seconded by Laurence Stern and carried unanimously.

**Natural Area Trees** – A tree trimming request around lots #PAR03, PAR01 and PAR02 was reviewed. Mike will investigate with Treescapes. In the meantime, the request will be added to the tree trimming log.

**Clubhouse** - Discussion of reopening the Clubhouse will be postponed to a later date. The Board would like to dispose of the old couches and coffee table at the Clubhouse.

**Appoint Inspector of Elections** – **MOTION:** A motion was made by Laurence Stern to appoint Laura Nary as this year's Inspector of Elections. The motion was seconded by Peggy Neary and passed unanimously.

## **NEXT MEETING**

Officially the next Board of Directors meeting will be held May 12, 2021. An early meeting may take place before the pool reopens.

## **ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:00 p.m.

Respectfully submitted,  
Claudette McCarroll, Recording Secretary