

Village Homes Property Owners Association

1040 Evenstar Avenue, Westlake Village, CA 91361

BOARD OF DIRECTORS MEETING

May 12, 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 5:32 p.m.

BOARD MEMBERS PRESENT A quorum was established with Board Members Laurence Stern, Michael McGillivray, Peggy Neary and Tony Baird. Kelly Cannan arrived at 6:06.

OTHERS PRESENT

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

APPROVAL OF MINUTES

MOTION: A motion was made by Peggy Neary to approve the April 14, 2021 executive and general minutes as presented. The motion was seconded by Tony Baird and carried unanimously.

MOTION: A motion was made by Peggy Neary and seconded by Tony Baird to approve the April 29, 2021 executive minutes as presented. The motion carried unanimously.

HOMEOWNER COMMENTS

A homeowner's email regarding their concern regarding the landscaping near Hampshire and Evenstar was reviewed and discussed. Brightview did supply a proposal for the area which is being re-worked.

COMMITTEE REPORTS

Greenbelt - Mike McGillivray reported junipers were cut near the apartments. They needed thinning out and look much nicer. Mike McGillivray also informed us of new law, regarding sprinklers needing check valves, which will be cost efficient and reduce water waste. Mike McGillivray was quoted 26 oak trees need dead wooding. After reviewing proposals, the POA will be \$56,000 over budget for tree trimming. Options for completing the work were discussed. **MOTION:** A motion was made by Mike McGillivray and seconded by Laurence Stern and carried unanimously to add irrigation to the dog park, sales order number 7479639.

Pool – The covers for the pergolas were installed and pool heater is on. A proposal from Malibu Pool Pros to repair the Rolachem system for a total of \$1,613.34 was reviewed. **MOTION:** Laurence Stern made a motion to ratify the proposal as presented. Mike McGillivray seconded the motion and it carried unanimously. A request was made to determine what the useful life of the replaced parts is for budgeting purposes,.

Violations –A stop work order and hearing notice will be sent to lot 802.

Donna Yofan offered her service of doing monthly drive thrus to capture items not currently being reviewed and provide follow up on old items. The Board agreed and suggested the Violation Committee act as back up to the

drive thru. **MOTION:** A motion was made by Mike McGillivray, seconded by Laurence Stern and carried unanimously to add Barbara Blanchard and Conrad Kantor to the violation committee.

Architectural -

MOTION: A motion was made by Laurence Stern, seconded by Tony Baird, and carried unanimously to add Ron Oster to the architectural committee.

MOTION: A motion was made by Mike McGillivray that 3 approvals are needed for an architectural approval. The motion was seconded by Kelly Cannan and carried unanimously.

Finance – The General Reserve Fund status was reviewed.

MOTION: A motion was made by Mike to move surplus of funds \$26,639 to the reserve, seconded by Laurence and carried unanimously.

FINANCIAL REPORT

The financial report for April 2021 was reviewed. **MOTION:** A motion was made by Mike McGillivray to accept the April 2021 financials as presented. The motion was seconded by Kelly Cannan and passed unanimously.

MOTION: A motion was made by Mike McGillivray that the reserve studies form will be approved and submitted once correction of line 4 (budgeted reserve monthly transfer) is adjusted from \$12,795 to \$6,508. The motion was seconded by Peggy Neary and passed unanimously. It was noted that if quarterly fees increase then adjustments will need to be made.

Delinquency Report – The delinquency report was reviewed. **MOTION:** A motion was made by Mike McGillivray to waive late fees, interest and fines from lot #42202. The motion was seconded by Peggy Neary and passed unanimously.

The Board requested lot #3802 be called to a hearing to discuss the delinquency. Board would like warning letters to be sent to members who are delinquent more than two quarters after the May 15th due date. **MOTION:** A motion was made by Laurence Stern to file an intent to lien on lot# 17701, seconded by Mike McGillivray and passed unanimously.

MANAGEMENT REPORT

The annual meeting is scheduled for July 14th.

Lot# 48002 accepted the agreement to split the cost of driveway lift repairs, understanding VHPOA's offer is capped at \$3,264. We have not heard from the other homeowner to date. It was requested we have a standard hold harmless form on file for homeowner reimbursements.

The broken fence at Lindengrove and Nettlebrook has been repaired. The handyman suggested having the fence removed or replaced because due to its age and current condition. The Board requested bids be provided.

OLD BUSINESS

Picnic Tables – Proposals for 2 new picnic tables were reviewed. **MOTION:** A motion was made by Laurence Stern to purchase 2 Uline 8' rectangle, beige tables at a total cost of \$1,785.06, seconded by Peggy Neary and

passed unanimously. Donna Yofan suggested we may need to purchase umbrellas in the near future. She will research the last purchase made of umbrellas.

Pool Chlorine – It was noted that we cannot buy chlorine in bulk because we use liquid chlorine and that does expire. After further investigation, converting the pools from chlorine to saltwater is not urgent. The Board tabled discussions until after the summer season.

Clubhouse Air Conditioning Maintenance – Donna Yofan received a second opinion and was told our units are in good working order. No further action will be taken at this time.

NEW BUSINESS

Clubhouse Requests –

Furry Friends – The Board decided that since the pool/tennis court is reopening Furry Friends could hold their event but, would need to be done by 10:30am on June 5.

July Birthday Party – Board decided, at this time, not reopening clubhouse.

Westlake Village Newcomers – Board decided, at this time, not reopening clubhouse.

Management will investigate the Association's responsibility regarding clubhouse rentals if individuals carry their own insurance for events.

NEXT MEETING

The next Board of Directors meeting will be at 5:30pm on June 9, 2021.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:32 p.m.

Respectfully submitted,
Claudette McCarroll, Recording Secretary