

# *Village Homes Property Owners Association*

*1040 Evenstar Avenue, Westlake Village, CA 91361*

## **BOARD OF DIRECTORS MEETING**

Aug 18, 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 5:30 p.m.

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

#### **OTHERS PRESENT**

Linda Merkle, Association Manager, The Emmons Company  
Jane Denning, Recording Secretary, The Emmons Company

#### **APPROVAL OF MINUTES**

**MOTION:** A motion was made by Peggy Neary to approve the July 14, 2021, Executive and General minutes as presented. The motion was seconded by Michael McGillivary and carried unanimously. **MOTION:** A motion was made by Mike Mc Gillivary to approve the July 21, 2021, Special Executive Session meeting minutes as amended. It was seconded by Peggy Neary and carried unanimously.

#### **HOMEOWNER COMMENTS**

One Homeowner was present. She presented details regarding an ongoing and new Architectural Application.

#### **COMMITTEE REPORTS**

**Greenbelt** - Mike McGillivary discussed landscape, trees, brush, and irrigation.

**Landscape:** There is a continuing problem with the controller at East Hartglen. West Hartglen is also experiencing an unknown problem. Steps are being taken to identify the root cause of both issues. A walk through with Brightview was conducted on July 29<sup>th</sup> for the Evenstar/ Hampshire Hill. Out of 8 zones, 3 did not come on, and two had low pressure. A punch list of tasks was created. New planting palette was discussed.

**Trees:** Brightview came on an emergency basis to take care of large limbs the fell near the Fairy Park. Hartglen tree removal bid was received. Oak deadwooding is due to take place Aug. 16,30,31 and 9/1. Zone 1 bid from Treescapes has been revised downward. Currently analyzing against Burt Duzy's work to reduce further. The outstanding bid for the removal of the Raintree Aleppo Pine was just received Aug. 18<sup>th</sup>. It was determined that the Silk Oak at Dunlin Ct. does not need to come down at this time and it will continue to be monitored. Received a first draft for new plantings. Waiting on more tree choices. **MOTION:** A motion was made by Mike McGillivary to approve bid of \$480.00 to remove a stump on Lot# 20101. Motion was seconded by Laurence Stern and approved unanimously. **Brush:** Estimates have been received. **MOTION:** A motion was made by Mike McGillivary to add 2 Oaks on Triunfo and 2 on Rimcrest to the current deadwood list. Motion was seconded by Laurence Stern and passed unanimously. **MOTION:** A motion was made by Mike McGillivary to approve Treescapes bid of \$4,050.00 from reserves to remove two Monterey Pines at Lindengrove. This was seconded by

Peggy Neary and passed unanimously. **MOTION:** A motion was made by Mike McGillivary to approve Treescapes Zone 1 bid # 266819 for \$25,264.00. Kelly Cannan seconded and the motion which passed unanimously. **MOTION:** A motion was made by Mike McGillivary to approve Burt Duzy's bid for Zones 1,3,5&6 for \$10,380. Peggy Neary seconded, and it was passed unanimously.

**Pool** – Kelly Cannan informed the board that 2 lifeguards, 1 full and 1 part time will remain at the pool on Saturday's and Sunday's. Labor Day weekend will have 2 full time guards. Research is still underway regarding the need to surface the little pool. **MOTION:** A motion was made by Kelly Cannan to keep the pool open though the end of September and heat till the end of October. The motion was seconded by Laurence Stern and passed unanimously. Jane Denning will open the awnings on Fridays and close them on Mondays. At the end of September, they will remain closed to preserve them for next season,

**Violations** – Violation log was reviewed.

**Architectural** – The Committee requested the Board share the Architectural Log/ Spreadsheet going forward. This will be made available in the monthly board packet. All Committee members have shared access to the document on Google Sheets.

**Finance** – Mike Mc Gillivary noted that at the next meeting 2022 budget discussions will begin.

### **FINANCIAL REPORT**

The financial report for July 2021 was reviewed. **MOTION:** A motion was made by Mike McGillivary to accept the July 2021 financials as presented. The motion was seconded by Laurence Stern and passed unanimously.

**MOTION:** A motion was made by Mike McGillivary to purchase a CD from Alliance Association Bank for a 3-month term @ 0.15%. The motion was seconded by Laurence Stern and passed unanimously.

Linda Merkle was asked to investigate a refund from the water bill due to a leak which increased the billing.

**Delinquency Report** – The delinquency report was reviewed. **MOTION:** A motion was made by Mike McGillivary to have the Owner of Lot# 34307 pay their late fees on the delinquent dues and the Board will waive the accrued interest. The motion was seconded by Laurence Stern and passed unanimously.

### **MANAGEMENT REPORT**

**Clubhouse office furniture**-Peggy Neary presented one estimate, she has been asked to get more bids and details.

**Clubhouse Liability** - Steve Reich recommends hold harmless be developed for clubhouse rentals. **MOTION:** A motion was made by Laurence Stern to adopt the standard hold harmless agreement. Peggy Neary seconded, and the motion carried unanimously. **Village Voice**- Submissions for next edition are due on Sept. 13<sup>th</sup>.

**Sprinklers of Lindengrove & Basswood Green Belt**- There is no electricity for this section of irrigation. The Electrician will replace 100ft. of conduit to replace wiring to the controller. Waiting on Brightwood to dig the trench and Brightview is watering manually until completed.

Annual Election- not enough votes from homeowners have been received to have a quorum. The election will be attempted at the next regular meeting.

## **OLD BUSINESS**

**Clubhouse Reopening-** A completed Hold harmless waiver will be required for all renters and their guests. Management to put together protocols to ensure waivers are signed for all in attendance. **Picnic Tables** were donated. **Monument Inspection** at Evenstar concluded no hidden damage.

## **NEW BUSINESS**

Mike McGillivray requested that Linda Merkle confirm the cleaning schedule for **cleaning the pool area** thru September.

**Broken Fence between Lindengrove & Nettlebrook** –Linda Merkle to contact Fence Factory to clean up debris left behind. **Monument on Triunfo and Hampshire- MOTION:** A motion was made by Tony Baird to approve initial construction of \$3785. Laurence Stern seconded and the motion passed unanimously. **Westlake/ Triunfo Tree-** Mike McGillivray requested this be placed on the agenda for next meeting as this is not our tree. **On-Site Manager Hours-** The Board has requested Kathy Emmons to speak with the board at the next meeting to discuss office hours. **Board President Laurence Stern** resigned from his position, effective immediately.

## **NEXT MEETING**

The next Board of Directors meeting and annual member meeting will be on September 8<sup>th</sup>, 2021, at 6:00 p.m.

## **ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:29 p.m.

Respectfully submitted,  
Jane Denning, Recording Secretary