

VoW HOA Board of Directors Meeting Minutes - March 31, 2015

- A meeting of the Board of Directors was held on March 31, 2015 at 7:00 pm at the Villages of Westminster (VoW) clubhouse.
- Board members present: Corinne Picataggi, Naomi Smith, Paul Holt, Eric Meyers, Jeremy Seltzer
- Non-Board Members present: CJ Jones of Berkley Realty Property Management, 12 community members. President, C. Picataggi, called meeting to order at 7:00 pm.

REPORTS

Secretary's Report

Approval of the January 29, 2015 Board Meeting Minutes.

Approval of the January 29, 2015 Executive Session Minutes.

Approval of the March 22, 2015 Special Board Meeting Minutes.

- Motion was made by C. Picataggi to approve all of the above minutes. Motion seconded and carried without dissent.

Treasurers report

Treasurer's Report for the Months of January and February.

- At the beginning of the period we began with total assets of \$154,235.
- Income received over the first two months of 2015 totaled \$97,943 and primarily included:
 - \$71,400 in assessment income; and
 - \$25,375 in trash program income
- Interest income for the period totaled \$147.
- Actual income year to date as of 2/28 is \$6,977 less than year to date budgeted.
- Expenses over the last 60 days totaled \$17,006 and consisted of typical items that are currently budgeted for. No unexpected expenses were incurred.
- Actual expenses year to date as of 2/28 are \$8,955 less than year to date budgeted.
- Therefore, as of the end of the reporting period, on 2/28, total assets increased to \$201,659 which consists of:
 - \$90,952 in operating assets;
 - \$19,163 in contingency operating reserves; and
 - \$91,543 in capital replacement reserves.
- Delinquent account is now totaling over \$14,000. An updated report will be run April 15 by CJ Jones. A meeting will be planned at a later date in April to address the issue of delinquent accounts.

Open Forum

Financial Audit:

Residents questioned when the last audit of VoW funds was done. According to C. Picataggi, the last audit was done years ago. She will look into completing an audit in the near future.

Clubhouse Furniture:

Discussion of the disappointment in the clubhouse furniture was brought up. Residents state that the furniture removed has not been replaced. The discussion was temporarily tabled for further discussion later.

Committee Reports

Architectural Committee: Jeremy Seltzer

- 1 submission of a fence request.

Deed Violations: Jeremy Seltzer

- 36 deed violations discovered during neighborhood study. Reminder will be placed in the next VoW Newsletter to address issues with basketball hoops in street, power-washing, mailbox flags and house numbers.
- Satellite dish installments were items also to be addressed.
 - Satellite dish discussion showed that FCC regulations state that the dish may be installed anywhere without regard to the HOA regulations as long as they are 1 meter or less. C. Picataggi will also include an appeal to homeowners to preserve the beauty of our neighborhood by having satellite dishes placed out of sightlines.

Pool Committee: Corinne Picataggi

- Current plan for on-time pool opening.
- Douglas Aquatics has hired a new lifeguard supervisor. The previous supervisor had exceeded the expectations. Douglas Aquatics is currently requesting a 2 year service contract renewal with VoW. There is now hesitation for VoW to renew the contract with the change of supervisors. C. Picataggi will request a trial period (until July timeframe) to ensure the new lifeguard supervisor will be a good fit for our pool requirements.

Social Committee: Corinne Picataggi

- Easter egg hunt was a success. 60+ children participated which is an increased number from last year. The eggs from the hunt have been recycled for next year's hunt. A request for donated eggs will be included in the newsletter.
- Yard Sale date confirmed for April 25. With the dumpster to follow.
- Upcoming county clean-up dates for April 11 or April 18, 2015. Request for volunteers to be placed in the newsletter.

Landscaping Committee: Donna Ward

- Leo's Landscaping has been doing a great job and working well with the committee chair.
- D. Ward has requested written job description containing the parameters for the function of the landscape committee chair. Ms. Ward has agreed to begin drafting that description to be approved by the board.

Managers Report: CJ Jones

- Termite damage was discovered and treated around the south double doors of the clubhouse. VoW does not have a contact for termite treatment. There is no other termite damage noted at this time.
- BMP Pond completed in the front pond. The back pond has not been finished. CJ Jones to follow-up with progress.

- Limbs on RV lot driveway have been trimmed. J. Seltzer indicated that they needed to be trimmed further to accommodate the height of the RV's entering and exiting the lot. CJ Jones to follow up on additional tree trimming.
- A tree removal request was submitted by a homeowner whose lot is adjacent to the RV driveway. The trees are on community property. The identified trees were assessed by R.A. Coleman and determined to be in good health. The cost of the tree removal is \$1,400 to be paid by the HOA. Motion to have the trees removed was unanimously denied.
- Miss Utility is to survey areas around garden beds and mark areas accordingly.
- We will defer discussion of shrub overgrowth in the median.

New Business

- **Bulletin Board:**

Due to water damage to the bulletin board in the parking lot of the clubhouse the structure will need to be repaired or removed. The board discussed removing the board and placing a new one. CJ Jones will look into the cost of installation of a new board closer to the bathrooms. This area will provide protection from the elements and have higher visibility. Additionally, CJ Jones will look into the cost of reflective lettering for the board near the entrance of the neighborhood.

- **Furniture:**

Due to complaints about the furniture and decor of the clubhouse, Resident has agreed to review information about the usage of the clubhouse and present options to the board for clubhouse decor and furnishings. An amount of money for redecorating the clubhouse will be determined from a reserve study.

Swim Team Participation and Residency

A question was presented to the board by C. Piccataggi concerning swim team membership. The question posed was: Can swim team members be relatives of residents? For example, can a grandchild of a resident participate in the swim team if the child is not a VoW resident? The board unanimously agrees that a relative of a member can join the swim team.

HOA Dues delinquency meeting:

CJ Jones will present potential meeting dates to discuss the growing amount of overdue association dues.

Next Meeting:

Scheduled for May 21st at 7:00 pm at the VoW clubhouse.

Adjournment

With no further business to discuss C. Picataggi asked for motion to adjourn Motion to adjourn made and seconded. Meeting adjourned at 8:53 pm.

Respectfully Submitted,

Naomi Smith

VoW Secretary

