

WESTCHESTER VILLAGE HOMEOWNER ASSOCIATION
BOARD MEETING MINUTES
Tuesday, November 21, 2017
7:30 pm

In Attendance:

Jeff Salz, President/Director	Robin Adams, Director	Tom Caltrider, ACC
Matt Gatewood, Vice President	Matt Ayers, Director	Linda Lessway, Resident
Marilyn Beckham, Treasurer	Melanie Leavitt Palmeri, Director	
Claire Michelini, Secretary	Mike Smith, Director	Absent: Judy Cunningham, Director

Call to Order – Jeff called the November Board meeting to order at 7:35 p.m.

Approval of October Board Minutes---minutes approved with one correction: Melanie’s last name is Palmeri.

Approval of 2017 Annual Meeting Minutes—minutes not approved. Past practice is not to approve annual minutes.

Reports of Officers, Boards & Standing Committees:

- **President** – Jeff Salz will speak to his agenda items later in meeting. Vice President – position vacant
- **Treasurer** - Marilyn Beckham distributed the Income Statement ending 10/31/2017 noting that the cash balance is \$18,748.03. She stated that 25 homeowners paid dues amounting to \$1040. this past month that may be the result of placing a note in the Fall newsletter to homeowners whose 2017 dues remained unpaid. Eighty-one percent of homeowners have paid 2017 dues. Marilyn closed the second bank account (legal reserve) and combined it with the Operating Account. WVA will save money having only one account. Some yearend catch up bills have yet to be submitted, i.e., fall cleanup. We do not have a defined fiscal year.
- **ACC Committee**
 - Tom Caltrider —reported that a training class is planned with new members bringing experience with a condo associations and another legal. The Larimer fence approved with expectation that she will place shrubbery in front of fence. Current fence to be replaced. Discussion on hot tub placement. Township considers hot tubs a permanent structure, an inground pool and must be screened. Resident will be asked to screen the hot tub with evergreens. Mike moved to approve hot tub with additional screening on both sides. Matt seconded motion. Resident will have to submit plans to ZBA. Motion passed.
 - A discussion re new home construction with owner to keep existing inground pool. Lot has chain link fencing that is damaged. ACC to speak to new homeowner re pool and fencing.
 - See attached ACC document
- **Public Information – Website & Facebook**

Marilyn stated web site continues to need improvements and she has been working with a woman who helped Marilyn partially restored the site. Three residents with IT experience have volunteered to help with the website and Claire volunteered to contact those residents. Jeff is retyping the deed restrictions and once all four units of WVA are complete they will be uploaded and placed under Resources. Bylaws are on website.

- **Social/Family Activities**

- Robin Adams reported ten packets delivered to new homeowners in 2017. Sixteen volunteers have indicated interested in working with the HOA, some specifically for ACC work. Halloween activity was well received and it appeared that more children were out on October 31 than in past years.
- Three entrance sprinklers and one island sprinkler were shut off October 25, 2017.
- Christmas wreaths to be placed at the entrances shortly.

Unfinished Business

- Architectural Guidelines Review Committee. Tom Caltrider
 - suggested a 7-10-member study group open to any WVAHOA member
 - As a resource, Tom suggested this group invite builders to speak to study group
 - Plan first meeting in December 2017
 - Committee work the months of January and February
 - Board approval March 2018

ORIGINAL MOTION: Tom moved to approve an AC Committee Work Group for the purpose of updating Guidelines with goal being: **Guidelines will be congruent with deed restrictions and bylaws.**

Robin moved to fund the Committee with \$400. Matt seconded motion. Discussion: Marilyn emphasized the need to consider resident views when proposing a change in architectural guidelines. How can we get meaningful input from residents? Robin moved to increase funding to \$1000 and with Matt Ayers seconding the motion. Melanie amended motion that the committee be a 7-10-member committee. Mike seconded the motion. Motion passed. ACC work group made up of 7-10 members funded with \$1000.

There was some discussion of homeowner survey. Could it be sent out in March? Members want this working Committee choose survey methodology.

New Business

- Election of Officers
 - President: Mike Smith moved to elect Jeff Salz President and Matt Gatewood as Vice President; Secretary Claire Michelini and Treasurer Marilyn Beckham with Robin Adams seconding the motion.
- Board Tenure
 - Seats awarded through vote count
 - Melanie filled Claire's three-year seat
 - Matt Ayers filled Susan Brooks three-year seat
 - Mike Smith filled Don Hirst's one-year seat
 - Jeff Salz filled William Byrne's two-year seat (Jeff held WB's seat prior to election)
- Association Dues
 - Jeff spoke of need to increase dues and stated that the 2017 adjusted value of the \$25 dues assigned in 1955 dues is now approximately \$225. He stated it is reasonable to suggest to residents a \$125 annual dues payment. Board will budget for 2018 calendar year with current dues (\$50) and also budget using the proposed \$125 dues. How might a resident wish the extra funds be targeted

for? Money needs to be available for a legal fund to ensure Guidelines and Deed restrictions are followed.

- Jeff asked for a Bylaw review addressing annual dues and asked for volunteers for a Dues Formation Committee. Marilyn, Jeff and Matt volunteered.
- Dues Amnesty—this would be decided by the Dues Committee. Discussion centered on Board being more aggressive in collecting dues. Many residents do not know that the dues are mandatory. Marilyn reported that she has received back dues when homes are closed as mortgage lender often contacts her asking about outstanding dues.

Discussion on surveying home owners to self-identify fences or accessory structures to determine if our records indicate approval if approval was given homeowner to erect a fence or place accessory structures. We currently do not know what structures are out of compliance within our community. Do we have the ability to have someone remove a structure that was not approved? Lots of questions to answer

Adjournment

Meeting adjourned at 9:10 p.m.

Respectfully submitted,

Claire Micheline

Claire Micheline, Secretary

Next meeting December 12, 7:30 p.m. at the home of Jeff Salz, 3114 Bradford Drive, East.