

**WESTLAKE POINTE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
31200 OAK CREST DRIVE, WESTLAKE VILLAGE
SEPTEMBER 26, 2018
MINUTES**

CALL TO ORDER

The regular meeting of the Board of Directors was called to order by Board President, Teresa Smith, at 7:12 pm.

ROLL CALL

Present: President: Teresa Smith, Vice President: Sal Stassi, Secretary: Donna Cannava, Treasurer Jeff Parkhurst & Member at Large: Arash Kiankhooy. Also present was Cheri Conti and Raymond Melero (as Recording Secretary) of Spectrum Property Services.

Absent: None at this time

APPROVAL OF MINUTES

Donna Cannava made a motion to conditionally approve the regular & executive July 17, 2018 & the executive August 9, 2018, with the corrections respectfully submitted by Jeff Parkhurst with regard to the Treasurers report. Jeff Parkhurst seconded, motion passed.

TREASURER'S REPORT

Treasurer to report the following for month ending **AUGUST 2018**:

Beginning Balance Operating	\$123,801.35
Operating Cash Balance	\$131,310.55
Beginning Balance Savings	\$570,993.23
Savings Account Balance	\$574,588.54

The Board has reviewed all bank reconciliations for operating and reserve accounts as provided by Spectrum Property Services.

Jeff Parkhurst requested that manager Cheri Conti review the financials to verify why the insurance line item is approximately \$5,700 over budget. Cheri Conti will inspect rates. Mr. Parkhurst also inquired about inspecting the water and sewer rates due to the bill being excessive.

COMMITTEE REPORTS

- A. Architectural – Donna & Yahudah
No matters submitted to the Board at this time.
- B. Landscape

The Board discussed the concerns brought to their attention by several homeowners with regard to the beautification project taking place in the main vehicle entryway & inside the pool area as well as outside the pool area. A homeowner felt that it would be beneficial to have the landscaping project started at the top of the hill working the way towards the pool area due to the lack of attractive landscaping in the homeowners words.

Sal Stassi will be scheduling an appointment to conduct a walkthrough with the current landscapers for determine what kind of species of plants should be installed within the pool area. The Board has elected to proceed with the landscaping beautification project for the inside of the pool area. Next project will be the outside of the pool.

C. Pool/Spa

It was reported at the meeting by several homeowners of possible non-residents climbing the fence to the pool. It was noted at the meeting that one of the Board members witnessed the umbrella and the base being submerged inside the pool to provide shade to a resident within the water.

New Pool Fob keys will be distributed by the current management company, once obtained. Notifications will be sent to the membership accordingly.

Teresa made a motion to approve the proposal from Kelly Cleaning to perform additional cleaning within the common area. Additional Services will include: All lights fixtures will be cleaned and wiped down 1x a month. There are a total of 40 light fixtures, replacing light bulbs that are burned out will be replaced accordingly, cleaning the mailbox stations 1x a week and wiping down the (4) street signs for the additional amount on top of the regular contract in the amount of \$150.00 Sal seconded. Motion approved.

D. Parking & Security Patrol

The Board of Directors requested that a proposal be submitted for new street signs for the entire community, the four signs to be replaced.

The Board reviewed the contract for Lantz Security just as an FYI. No action needed at this time.

MANAGER'S REPORT

A. Repair and Maintenance Log

The Board reviewed the monthly Repair and Maintenance Log.

The Board reviewed the contract with Cragoe Pest Control contract as an FYI, no action needed at this time.

B. Violation Log

The Board of Directors elected to discuss the violations during the executive session meeting to be held shortly after adjourning the regular session meeting.

C. Correspondence

The Board elected to discuss the request submitted by the owner of 32114 Canyon Crest to allow the potted plants to be kept in the common area due to the unsightly utility covers near the property. The Board elected to discuss this matter during the executive session.

D. Delinquency Report

Board reviewed Delinquency Report as an FYI, no action needed at this time.

OLD BUSINESS

No old Business reported at this time.

NEW BUSINESS

The Board requested that manager Cheri Conti confirm the earthquake deductible for an accurate amount.

The Board requested that manager Cheri Conti contact Steve Reich and request that he attend the October board meeting to discuss the association's insurance policy, as to what is covered by the HOA Insurance.

HOMEOWNER FORUM

NEXT MEETING

The next regular meeting has been scheduled to be held on October 16, 2018 at 7:00 P.M. at the City of Westlake, Community Room, 31200 Oak Crest Drive, Westlake Village.

ADJOURNMENT

There being no further business, Teresa Smith adjourned the regular meeting at 8:14 pm.