

# LAKESHORE COMMUNITY ASSOCIATION

## BOARD OF DIRECTORS MEETING THURSDAY, JANUARY 26, 2017 WESTLAKE CITY HALL, COMMUNITY ROOM

### MINUTES

The Board of Directors Meeting of the membership was called to order at 5:33 p.m. at Westlake City Hall.

### PRESENT AND FORMING A QUORUM

Michael Foore, Ann Nelson, Richard Donohue and Sandy Olsen.

### OTHERS PRESENT

Tish Matthews, Association Manager, The Emmons Company  
Michele Brooks, Recording Secretary, The Emmons Company  
10 Members

### MINUTES

The minutes of the November 30, 2016 Board of Directors Meeting were reviewed. Richard Donohue made a motion to approve the minutes as presented. The motion was seconded by Sandy Olsen and passed unanimously.

The minutes of the November 30, 2016 Executive Session for legal and hearings were reviewed. Richard Donohue made a motion to approve the minutes as presented. The motion was seconded by Sandy Olsen and passed unanimously.

### FINANCIALS

Tom Bokhart provided an overview of the November and December 2016 financials. Total cash-on-hand as of 12/31/16 was \$2,799,858.34. Michael Foore motioned to accept the November and December 2016 financial statements as presented. Sandy Olsen seconded the motion and the motion was passed unanimously.

Tom Bokhart advised the finance committee will be meeting soon regarding CD rates and the dock loan balance. Management to provide current CD rates to the committee.

The delinquency report was reviewed.

Richard Donohue motioned to remove the \$100 fine for non-compliance for Lot #3003. Sandy Olsen seconded the motion and the motion passed unanimously.

The Board reviewed correspondence from Lot #6501 requesting rescinding the \$100 fine for non-compliance. Richard Donohue motioned to waive the \$100 fine. Michael Foore seconded the motion and the motion passed unanimously.

### PRESIDENT'S REPORT

Michael Foore presented the president's report.

### MANAGEMENT REPORT

Tish Matthews presented the management report. Michael Foore inquired about the new sign for the paddleball court and asked that pool #1 be prioritized for new coping installation.

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## **ARCHITECTURAL COMMITTEE**

Richard Donohue provided a summary of the architectural committee meetings on 12/7/16 and 1/4/17. The satellite dish rule was revised to provide more clarification. The next architectural meeting will be on 2/1/17.

## **LANDSCAPE COMMITTEE**

Sandy Olsen provided the landscape committee update. The next walk thru will be on 2/19/17 and the next landscape committee meeting will be 2/20/17.

## **TREE COMMITTEE**

Trish Pettinelli advised the next tree trimming will begin mid-February pending approval of the bid by the board of directors.

## **POOL COMMITTEE**

Jaye Oliver was not present to provide a pool update. Tish Matthews advised a meeting with the pool contractor, management, cleaning company, and the pool furniture company will take place in February. Completion of bids estimated to be ready for review at the February board meeting.

## **DOCKS AND WLMA**

Bill Knebel provided a dock and WLMA update.

## **GOODWILL AMBASSADOR**

The Goodwill Ambassador was not present. Michael Foore advised he was informed that there was no news to report.

## **OLD BUSINESS**

- Smoking Rule – Board reviewed member comments. A handout written by the CDC regarding second hand smoke was provided to the members present. Board agreed to table voting on the proposed rule until further discussion with the board and legal counsel takes place.
- Vehicle Storage Rule – No member comments were received. Board reviewed the wording of proposed rule and made some amendments. Richard Donohue motioned to approve the rule as amended. Sandy Olsen seconded the motion and it was approved unanimously.

## **NEW BUSINESS**

- Board reviewed the request for appeal of the architectural denial for lot #4403. The members were present and presented their appeal to the Board. The architectural review board will review the proposed modifications at the next committee meeting and will advise the board at the February board meeting.
- Tree maintenance bid from Green Valley Tree Care was reviewed. Sandy Olsen motioned to approve the bid for tree maintenance in the amount of \$29,435. Richard Donohue seconded the motion and the motion passed unanimously.
- The City of Westlake Village Beautification application along with Pacific Construction's bid for installing a fence and landscape along Laventa Avenue was discussed. Tish Matthews suggested to the board surveying all or adjacent homeowners for approval of proposed fence. Sandy Olsen motioned to approve submitting the Beautification application to the city and to approve the bid to install a wrought iron fence in the amount of \$17,850 and landscaping and drip system in the amount of \$14,850. Richard Donohue seconded the motion and the motion passed unanimously.
- The reserve study bid from Association Reserves was reviewed. Richard Donohue motioned to accept the Loyalty Update Plan for a flat fee of \$1,100 per year for three years. Sandy Olsen seconded the motion and the motion was passed unanimously.

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- The Board reviewed the earthquake insurance bid from Steve Reich Insurance. Ann Nelson motioned to approve the earthquake and flood renewal policy for 2/21/17 to 02/21/18 with a coverage amount of \$35,000,000 and an annual premium of \$79,241. Sandy Olsen seconded the motion and the motion passed unanimously.
- The board agreed to table approval of the audit to the February board meeting pending a meeting with the auditor.

## **CORRESPONDENCE**

The board reviewed Lot #0301 correspondence regarding non-compliance issues was reviewed by the board. Richard Donahue advised that the member's concerns had been addressed by the architectural committee.

The board reviewed Lot #0803 correspondence regarding an anonymous letter received by him concerning children playing on the greenbelt.

## **MEMBER COMMENTS**

The member residing at Lot #0803 addressed the board regarding greenbelt use by Lakeshore residents. He also requested that an electronic version of the CC&R's be made available to Members. The Board agreed to draft a greenbelt use article for a future newsletter and to agenda the possibility of scanning the CC&R's for the next board meeting.

The member residing at Lot #2704 commented on the dock slip waitlist process.

## **NEXT MEETING**

The next Board of Directors Meeting is scheduled for February 16, 2017 at City Hall.

## **ADJOURNMENT**

There being no further discussion, the meeting was adjourned at 8:14 p.m.

Respectfully Submitted,

Michele Brooks  
Recording Secretary