

LAKESHORE COMMUNITY ASSOCIATION

BOARD OF DIRECTORS MEETING THURSDAY, JULY 28, 2016 WESTLAKE CITY HALL, COMMUNITY ROOM

MINUTES

The Board of Directors Meeting of the membership was called to order at 5:35 p.m. at The Emmons Company.

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

APPOINT MEMBER TO THE BOARD OF DIRECTORS

Richard Donohue motioned for the Board to appoint Sandy Olsen as a board member for the remainder of the term. Ann Nelson seconded and the motion passed unanimously.

MINUTES

The minutes of the May 25, 2016 Board of Directors Meeting were reviewed. Richard Donohue made a motion to approve the minutes as presented. The motion was seconded by Michael Foore and passed unanimously.

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

The minutes of the May 25, 2016; June 13, 2016; June 22, 2016; and June 30, 2016 Board of Directors Executive Meeting for legal and contracts were reviewed. Richard Donohue made a motion to approve the minutes as presented. The motion was seconded by Michael Foore and passed unanimously.

FINANCIALS

Michael Foore presented the May and June 2016 monthly financial statements. Total cash-on-hand as of 6/30/16 was \$2,711,827.67. Richard Donohue motioned to accept the May and June 2016 financial statement as amended. Sandy Olsen seconded the motion and the motion was passed unanimously.

The Finance Committee will appoint a Chairperson at the next committee meeting.

The delinquency report was reviewed. Richard Donohue motioned to refer Lot #4104 to collections. Ann Nelson seconded and the motion passed unanimously. Management to attempt to contact Lot #6801 by phone regarding delinquent account.

PRESIDENT'S REPORT

Michael Foore presented the president's report.
The Westlake Joint Board is dissolving.

MANAGEMENT REPORT

Tish Matthews advised that current, ongoing project status will be provided at future meetings in writing.

LAKESHORE COMMUNITY ASSOCIATION

ARCHITECTURAL COMMITTEE

Richard Donohue provided a summary of the architectural committee meeting.

Richard Donohue motioned to publish Revisions to ARC Section 4, Patio and Garden Rules; Revision to Rule 4.6, Artificial Turf Appendix C; and Rule 3.16, Outdoor Lighting, to the newsletter for review and comments by the membership. Sandy Olsen seconded and the motion passed unanimously.

LANDSCAPE COMMITTEE

Sandy Olsen provided the landscape committee update.

- The Landscape Committee will handle the pool fences and gates.
- The Dock Committee will handle the dock gates.
- Ventura Pest Control will be speaking at the August meeting.
- The on-line form for landscape requests is now available.
- New Landscape Committee chairperson is needed.

TREE COMMITTEE

Trish Pettinelli provided a tree committee update.

POOL COMMITTEE

Jaye Oliver provided the pool committee report. The Landscape committee will provide bids for installing mesh around the pool fences and gates.

DOCKS AND WLMA

Bill Kneble provided a dock and WLMA update.

GOODWILL AMBASSADOR

The Goodwill Ambassador was not present.

SUMMER PICNIC

Francine Foore provided the summer picnic update.

NEW BUSINESS

- Slade landscape bids were reviewed.
 - Richard Donohue motioned to accept proposal 069 in the amount of \$1,250 to install groundcover near 32149 Lakemeadow (staircase). Ann Nelson seconded and the motion passed unanimously.
 - Richard Donohue motioned to accept proposal 068 in the amount of \$295 for removal and installation of vegetation at the monuments along Lakeharbor Lane. Ann Nelson seconded and the motion passed unanimously.
 - Sandy Olsen motioned to accept proposal 067 in the amount of \$980 for removal of existing ivy and installing sod. Richard Donohue seconded the motion and the motion passed unanimously.
- The Signature Signs and Pacific Construction proposals for new Lakeshore signage was reviewed. Richard Donohue motioned to accept Signature Signs proposal #2016-9323 in the amount of \$5,750 plus the cost of dumpster rental subject to color approval by the Board. Michael Foore seconded and the motion passed unanimously.
- The 2015-2016 Fiscal Year Audit Bids from Hinricher, Douglas & Porter, LLP and Purdy & Company were reviewed. Michael Foore motioned to accept Hinricher, Douglas & Porter, LLP's proposal dated 3/23/16 in the amount of \$3,150. Richard Donohue seconded the motion and the motion passed unanimously.

LAKESHORE COMMUNITY ASSOCIATION

MEMBER CORRESPONDENCE

- Correspondence from WLMA regarding the annual election of representatives to the Westlake Lake Management Association's Board of Representatives for 2017 was reviewed.
- Correspondence to the Yacht Club canceling the facility rental was reviewed.
- Correspondence from a member regarding the dock policy was reviewed. Management to send letter to member addressing their concerns.
- Board reviewed correspondence from a member regarding fines. Richard Donohue motioned to reduce the amount of fines to \$500 to cover administrative and support costs. Michael Foore seconded and the motion passed unanimously.
- Correspondence from Lot #1804 requesting landscape improvement behind their home was reviewed. Sandy Olsen advised the landscape has been refurbished.
- Correspondence from a member regarding a noise complaint was reviewed.
- Correspondence regarding common area misuse and noise nuisance was reviewed.

MEMBER COMMENTS

Member commented on members playing on the greenbelt.
Two members commented on the Pickleball court use.

NEXT MEETING

The next Board of Directors Meeting is scheduled for August 25, 2016 at City Hall.

ADJOURNMENT

There being no further discussion, the meeting was adjourned at 8:12 p.m.

Respectfully Submitted,
Michele Brooks
Recording Secretary