

# LAKESHORE COMMUNITY ASSOCIATION

## **BOARD OF DIRECTORS MEETING THURSDAY, AUGUST 27, 2015 WESTLAKE VILLAGE CITY HALL MINUTES**

The Board of Directors Meeting of the membership was called to order at 6:04 p.m. at the Westlake Village City Hall.

### **BOARD MEMBERS PRESENT AND FORMING A QUORUM**

Michael Foore, Michael Koslow, Lloyd Carter, Ann Nelson and Richard Donohue.

### **OTHERS PRESENT**

Tish Matthews, Association Manager and Michele Brooks, Recording Secretary, The Emmons Company and 8 members.

### **MINUTES**

The minutes of the July 23, 2015 Board of Directors Meeting were reviewed. Richard Donohue made a motion to approve the minutes as presented. The motion was seconded by Ann Nelson and passed unanimously.

The minutes of the July 23, 2015 Board of Directors Executive Meeting for hearings and contracts were reviewed. Richard Donohue made a motion to approve the minutes as presented. The motion was seconded by Michael Koslow and passed unanimously.

### **FINANCIALS**

Michael Koslow presented the financial report. He advised the financial audit will be starting in about a month. Request for Proposal (RFP) are being worked on for the cable TV, pool maintenance, and landscape contracts. July financials were reviewed by the Board. Total cash on hand as of July 31, 2015 was \$2,594,371.47. Michael Foore motioned to approve financials as presented. Richard Donohue seconded the motion and the motion was approved unanimously.

Richard Donohue motioned to accept the Finance Committee Guidelines with revisions. Lloyd Carter seconded the motion and the motion was approved unanimously.

The delinquency report was reviewed by the board.

### **PRESIDENT'S REPORT**

Michael Foore presented the president's report.

- He reiterated the Board's objectives.
- He stressed ongoing efforts for effective communication between Members and the Board.
- He provided a summary of the August 12, 2015 meeting with a representative from the Sheriff's department.
- He announced that the Board will accept member comments throughout the board meetings.
- Thanked members and management for helping to make a smooth transition for the new Board.

# LAKESHORE COMMUNITY ASSOCIATION

## **MANAGEMENT REPORT**

Tish Matthews presented the management report. Two of the three delinquent dock payments have been resolved. Paddleball court repair bids will be submitted at next month's meeting. An update on the community picnic will be included in the September newsletter.

## **ARCHITECTURAL COMMITTEE**

Richard Donohue provided a summary of the architectural committee meeting held on August 5, 2015. The City's new standards for artificial turf will be discussed at the next architectural committee meeting.

## **LANDSCAPE COMMITTEE**

Ann Nelson provided the landscape committee update. The committee is working on the RFP for landscape maintenance. The committee is looking at possible solutions for the dying jasmine on the backside of the monument. The next landscape/tree committee meeting to take place on August 29, 2015. The trees are scheduled to be retagged. Removal of a pine tree located at Viewlake and Lake Harbor was discussed.

## **FINANCE/CONTRACT COMMITTEE**

Michael Koslow provided an update on the finance committee. They are currently considering a proposed RFP template.

Michael Foore provided a status of the current Time Warner cable contract. Comments from the floor: Sharon inquired about the financial impact for members. Bill Knebel suggested no bulk agreement. Francine Foore commented on the capability of available connectivity being compatible with the newer tvs and the cost comparison for Association provided cable and members paying individually.

## **POOLS COMMITTEE**

The pool committee chairman was not present to give a report. From the floor: Trish Pettinelli requested thermometers. Advised that the clock at pool #3 needs to be reset.

## **DOCKS AND WLMA**

Bud Fish provided an update on well #4. The next step will be developing the well with a 9/15/15 target date. No special assessments are anticipated to cover the cost of drilling and developing the well. Provided a preview of the 2016 preliminary budget. Consideration for allowing paddle boarding on the lake will be on the next meeting's agenda. The 19<sup>th</sup> Annual Kid's day at the Docks was a success.

## **GOODWILL AMBASSADOR**

The Goodwill Ambassador gave an update.

## **SUMMER PARTY**

Terese Schwartz was not present to provide an update on the summer party.

## **NEW BUSINESS**

- Board reviewed three bids for replacement of the seat wall adjacent to the paddle tennis court. Richard Donohue motioned to accept the Pacific Construction bid in the amount of \$1,800 with the following conditions: 1) Confirmation in writing that the material will not be slippery when wet. 2) Color of material to be determined at the 8/29/15 landscape committee meeting. The motion was passed with three members voting yes and one opposed.
- Dock policy revision draft was reviewed and discussed by the board. Bill Knebel provided the history for the policy revision. Michael Foore motioned for the final draft to be included in the September

# LAKESHORE COMMUNITY ASSOCIATION

newsletter for Member 30-day review and comment period. The motion was seconded by Richard Donohue and the motion was passed unanimously.

- The Board discussed strategies for improved communication between the Board and membership. A summary of key actions by the Board in the newsletter was suggested. Also suggested was committee chair updates for the newsletter. From the floor: Sharon, Trish Pettinelli, and Francine Foore all agreed that bullet point board meeting summaries in the newsletters would be beneficial for improved communication with the members.
- Discussion of implementing electronic communication for HOA documents tabled for the next board meeting.
- Discussion of drain cleaning on the greenbelts tabled for the next board meeting.
- Garage sale date for October to be determined.

## **ADJOURNMENT**

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

Respectfully Submitted, Michele Brooks, Recording Secretary