

## Westwood Estates HOA

### Minutes of the Board Meeting held on April 11, 2022

#### At 6:30 pm in the clubhouse

Board members present: Keith Holder, Mike Youngren, Linda Afman, Denyce Vandiver, Beth Brown

Homeowners present: Marilyn Dorn, Carolyn DeBusk, Kate Deegan, Alan and Marlene Fitzgerald, Sheryl Rogers and Dale Rostad.

1. The meeting was called to order by Keith Holder at 6:30 pm.
2. Prior minutes were presented, Linda moved and Beth seconded a motion to approve the minutes. Minutes approved unanimously.
3. **Appointment of new Vice President:** Keith announced that Linda Afman would be the new Vice President.
4. **Boiler installation:** Everyone present were provided with a spreadsheet on the time table of the work and payments for the boilers. Keith spoke to Chris at Coppersmith this morning and the new boilers are in town and they will be ready to start with installation at the beginning of May. Chris mentioned that the water may have to be turned off at some point, but we will make sure everyone is aware of the process. Linda suggested that Heritage place notification on our Website showing our working capitol making the improvements needed. Keith will check with Heritage. Kate suggested that we place a notification for each building when the boiler replacement is taking place with specifics and post it at each building's mailbox. Keith mentioned that the Board has a Resolution on the Boiler Replacement which was approved and a folder will be made up for future reference, both on the clubhouse computer and in the filing cabinet.
5. **Dorn committee report:** Marilynn provided a description of the committee of three who walked our property and took notes of items that are in need of repair by either the homeowners or the HOA. She mentioned the dog park needs a couple posts replaced and fixing the gate. They turned their notes and photos over to Keith. They identified some deferred maintenance issues. Beth suggested that volunteers are needed for those garden areas that are not the responsibility of the homeowners. Beth suggested that we mention in the Newsletter that we may have a day that we ask residents to come and help work in the community garden area. Marilynn checked with five contractors on spraying the crab apple trees so they don't produce the fruit, and most of them said it doesn't work that well. The two trees that make the most mess are behind the 900 building that fall on the grass and walking path. Keith mentioned that we have limited funds, so in the next month or two we'll look at items that Marilynn's committee reported and pick the most important items that need attention. Dog stations will be moved from the front entrance to behind the clubhouse and the one in the dog park will be moved in front of the park. The baskets will be removed and owners will have to dispose of the dog waste in the dumpsters. It will be mentioned in the next Newsletter as well. Linda asked Marilynn to keep an eye on

the crab apple trees at the front entrance and notify Castle Creek Bed & Breakfast to address the upkeep of the trees.

**6. Initiation fee on new homeowners:** Beth was given Linda's presentation from last month's meeting which she will review and we'll vote at next month's meeting. We need to specify the use of the fee and have it go directly into our Reserve Account. Discussions were had on the amount and who pays for it, either buyer or seller, and whether it's called a Capital Improvement or Initiation Fee. Linda's presentation shows what other associations in Grand Junction have in place and the amounts for each. There are various ways that we can approach these fees based on what Colorado Law allows. This will be tabled until next month.

**7. Committee to update bylaws:** Bylaws were last amended in 2009, Keith asked for a committee of three. Linda has volunteered to be on the committee. Kate volunteered to be on the committee.

**8. Financial report:** Everyone present was provided with a spreadsheet of the 2022 Budget; Operating Account; and Reserve Account. Keith discussed each page in some detail.

**9. New board member:** Keith suggested that we get an owner from the 12-plex units to be on the Board if possible. His idea is to carry on until we sort out the bylaws before we select the sixth board member, in case the number is changed from six to five. Keith reached out to a resident to see if he was interested in being on the Board, but did not hear back from him. Kate commented bylaws state 6 and Linda said "it's important to appoint someone according to the bylaws, but if we don't have confirmation from the person who had expressed to be on the board" she was not comfortable appointing someone who has not confirmed they would serve. With no one volunteering, the Board agreed to operate with 5 members.

**10. Other business:** Dale Rostad was introduced as a new owner by Marilynn. Dale may volunteer to manage the parking spots on site. Heritage will be coming tomorrow to discuss our parking process and may take over managing the assigned spaces. Linda suggested new signs being placed in the assigned paid parking spots. Many residents are parking in Guest parking spots instead of requesting an assigned spot.

Keith would like to see that the price of renting the clubhouse be increased to \$50 and a \$25 cleaning deposit. The more we rent it out the more we can increase our Reserve Account. In the past, residents asked to use the clubhouse and were not allowed to use it. In order to expand the use of the clubhouse, our bylaws will need to be updated on who is allowed and the amount to charge. A new policy of use needs to be implemented to increase the use and amount of revenue to be generated. We will need the insurance company to sanction the use to outside individuals.

Mike mentioned that he has to go to Heritage each month to sign the monthly fee for our community insurance because it's over \$2,000. Mike made a motion that we increase Heritage's amount limit to \$2,500 per check for the insurance monthly fee, Linda seconded, it unanimously passed.

It was asked by Sheryl if we could get one dumpster for the recycle items instead of individual cans. Denyce will contact Monument Waste.

Carolyn asked if more outside lights can be installed. The light by her building doesn't stay on very long when it's activated by movement. It was suggested that solar lights could be installed.

Next month will be our semi-annual meeting and Heritage will be in attendance.  
The meeting was adjourned at 7:45 by Keith, Linda seconded.