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Westlake Townhome Owners Association

Board of Directors Meeting

Annual Meeting

June 5, 2024

Minutes

A. CALL TO ORDER

Carla Kurtz called the meeting to order at 7:00 pm.

Present: Carla Kurtz, Jim Lennon, Becky Davis,
Edward Dosz, Tim Cherwin

Absent: Alexis Kalish, John Pappandours

Treasurer: Mike Grilli (Present)

Association Manager: Paul Henderson (Present)

B. Introduction of Directors, Officers and Others

The Board introduced themselves to the residents in attendance.

C. Establishment of Annual Meeting Notices to Owners

Carla Kurtz confirmed with the Board and the Manager that proper notice had been given and notices had been mailed for the 2024 Annual Meeting.

D. Establishment of a Quorum

Carla Kurtz confirmed that with the number of residents in attendance and the number of proxies received that a quorum had been established. (58 Proxies and 11 Present.)

Election Procedure

A. Proxy Committee

Carla Kurtz asked if the Proxy Chairperson is present. Wally Krentz of 183 Acorn Lane is the Proxy Chairperson and is present.

B. Appoint two Election Judges

Carla Kurtz stated that we need election judges. Wally Krentz of 183 Acorn Lane and the Manager, Paul Henderson will total the ballots and proxies.

C. Balloting and Proxy Procedure

Carla Kurtz explained that members must sign in to vote. Carla went on to explain that the members must be current in their monthly assessment to vote and that only one vote per unit may be cast.

D. Present of Proxy

Carla Kurtz asked if anyone that had filled out a proxy vote would like to withdraw that vote and vote in person. Nobody pulled their proxy vote.

E. Report from Nominating Committee

Carla Kurtz reported that Tim Cherwin is the Nominating Chairperson.

Tim Cherwin stated that there are two (2) openings for Board Members. Tim further stated that we have 2 candidates that are running: Carla Kurtz and John Pappanduros

F. Nominations from the Floor

Carla Kurtz asked for nominations from the floor. None

G. Candidate Speeches

Each of the candidates gave brief speeches about why they would like to serve on the Board of Directors. Resumes attached.

H. Balloting

Carla Kurtz asked for all present to cast their votes.

I. Counting of the Ballots and Proxies

Wally Krentz along with Paul Henderson, Manager, then proceeded to count all proxies and ballots.

General

A. State of the Association

Attached to these minutes.

B. Committee Reports

1. Architectural and Exterior Maintenance

TIM CHERWIN, Chairman of the Exterior Maintenance stated we continued with general maintenance and contract projects. Material costs continue to increase. The amount of decking that needs to be replaced during the roofing project has become tremendous. Over three hundred sheets of plywood per building is what we are seeing. This may slow the progress on some of the other projects until the roofing project is complete.

2. Finance

MIKE GRILLI, Treasurer, reported on the financial state of the Association. Mike mentioned that the Financial Reports are available to all members, (COPY ATTACHED) but the final report from the Auditors has not been received as of this date. Mike also spoke about delinquencies over the past few years. Mike said that the Association Dues are now \$208.00 per month but the maximum could be \$253 a month, so we are far under the maximum. Reserve accounts may be needed to help fund some of the upcoming projects.

2. Landscape Maintenance

JIM LENNON reported we now use Premier as our landscape contractor. We are meeting with their management on a weekly basis and performing site inspections. The lack of heavy snow contributed to landscape expenses being under budget. After the large projects are completed landscape maintenance will be looking into some larger projects.

3. Rules

JOHN PAPPANDUROS was not in attendance.

4. Social Activities

BECKY DAVIS AND ALEXIS KALISH reported on the Social Activities. Becky reported they put out a survey to see what the residents were looking for. They are now holding adult and children's events. A chili cook off and the annual corn roast are upcoming.

C. Treasures Report

Mike Grilli covered all items in the Finance Report. His report is attached.

D. General Question and Answer Period

Wally Krentz had a question about the balance sheet that Mike Grilli was able to clarify.

E. Announcement of Election Results

Carla Kurtz reported the tallies results from the proxies and ballots.

Carla Kurtz	65 Votes
John Pappanduros	60 Votes

The 2024 Board Members Elect are:

Carla Kurtz and John Pappanduros elected for 3 years.

F. Adjournment

Carla Kurtz adjourned the meeting at 7:45 P.M.

Minutes by Paul W. Henderson