

WHOA Board Meeting
Thursday, September 8, 2016
6:30pm-8:00pm
Richard Byrd Library

Present: Ken Klimpl, President; Aaron Pagnotti, Vice President; Andy Izaguirre, Treasurer; Judy Perry, Secretary; Sarah Mishan, Member at large; Sam Morrison, GHA management.

Meeting called to order at 6:32pm. There were three homeowners present.

Andy moved to approve August minutes as revised; Sarah seconded. Minutes approved as revised.

Homeowners Forum

Homeowner inquiry: With regard to architectural inspection, once the noncompliant items have been corrected and the letter returned to the Management Company should homeowners expect a reply?

Response: A reply will only be provided if the items are still considered noncompliant upon re-inspection.

Homeowner inquiry: What is being done about parking enforcement? Visitor parking is routinely abused by residents.

Response: Visitor parking restrictions cannot be established or enforced until the amendment is officially approved. Approximately 20 amendment signature documents have to be corrected as they were improperly notarized. Once the required number of documents is on hand we can move forward with re-setting parking policy and begin enforcement.

Homeowner inquiry: With regard to architectural inspection, when a homeowner misplaces the inspection reply form what action should be taken?

Response: Homeowner should send an e-mail response to Sam to confirm that all noncompliant items have been corrected.

President

While completing the review of all the 110 returned amendment signature documents the attorney identified more than 25 documents that were incorrectly notarized. Several of the 25 have already been corrected. Letters have been mailed to the remaining 20 homeowners to request correctly notarized documents. Resident homeowners may request in-home notary service with an e-mail to the Board (board.westhaven@gmail.com). As of September 8th there are 90 correctly notarized documents on hand.

Yellow curb painting has been completed throughout the community.

Vice President

Deck coloring/construction materials discussion tabled until October to allow time for additional research.

Treasurer

The Association has one CD maturing on October 18th that will be addressed at the next meeting. Judy moved to purchase two \$25K, 14-month, 1.35% interest rate CDs at Freedom Bank using

the funds available in the SmartStreet money market account; Andy seconded. All approved. Andy will e-mail Sam to execute the purchase.

Sam provided a proposed draft budget for 2017. Sam and Andy will meet to discuss the draft and prepare it for presentation/consideration at the October meeting.

The \$120 charges for vehicle towing in preparation for the asphalt work completed in August will be passed on to the owners of the three relocated vehicles because they failed to comply with the clearly communicated instructions requiring all vehicles to be moved prior to the work beginning. This is the same process that was used during the asphalt work completed in October 2015.

Architectural Committee

Vinyl siding replacement approved at 6516 Milva Lane; aluminum siding is no longer available.

Architectural changes to the exterior of units must be submitted to ensure the change is duly noted in the property record. Changes that comply with requirements will be automatically approved but still need to be noted in the property record.

Management Report

In preparation for the parking policy discussion Sam provided information on the number and location of visitor (43) and Green Permit (14) parking spaces along with a current list of Green Permit holders.

Repair of the damaged fence along Old Keene Mill Road (damage caused by the vehicle accident on July 8th) is scheduled to begin next week.

Sarah moved to accept the \$450 Professional Grounds, Inc. proposal #37555 for planting tulip bulbs at the main entrance (bulbs will bloom in the spring); Andy seconded. All approved.

Executive Session: 7:35 – 7:58pm

Meeting adjourned at 8:00pm. Next meeting will be October 13, 2016 from 6:30-8:30pm at Richard Byrd Library.