Westbrooke Subdivision Homeowners Association

**Board of Trustees**

PO Box 1104

Hilliard, Ohio 43026

(614) 423-9742

email: trustees@westbrookehoa.com

**Announcement of Annual Meeting**

Monday, April 22, 2019

7:00 to 9:00pm

Darby Creek Elementary School

6305 Pinefield Dr.

**Agenda**

1. Report on work of trustees / Home Owners' Association board in last year
	* 1. Explained there are only three trustees per the regulations
		2. Operating trustees & board with overlap
		3. We have a lot stronger financial understanding
		4. Open Co-treasurer position and other board members
		5. Explained we need 2/3 affirmation vote of all homeowners to change any rules
2. Financial report since last annual meeting (6/1/18 through 4/15/19)
	* 1. Website is live and being maintained
		2. Everyone is a volunteer but there is money in the budget because we can pay certain positions
			1. May hire someone for finances/treasurer with board & trustee oversight
3. Report of estimate of expenses for fiscal year 7/1/19 through 6/30/20 (including amounts for the reserve fund)
	* 1. Can’t use collection firms – would need legal representation to file liens
		2. We have to keep certain amount of money in case of HOA disband
		3. HOA will be informing everyone who owes more than 2 years dues that we will be filing lien
			1. Hoping this will result in them contacting us to pay
			2. Liens stay with the property
		4. Checks should now be clearing quicker
		5. Deduct meters are being installed to reduce water at the entrances
		6. Snow removal
			1. Homeowners would like to see about changing how often we have plows come out
			2. HOA is not allowed to salt; we have contacted 311 and they do not allow any “private parties” to salt the roads
4. Recommendation for Annual Assessment for fiscal year 7/1/19 through 6/30/20: renewal/continuation of current $70.00 per year assessment per Lot (home)
	* 1. Don’t want to have a huge excess in budget; we think the liens should help bring in the past due money; willing to reevaluate
		2. Any increase will be taken better by homeowners once we have another 6 months of “normal” expenses and visibility
		3. Vote to stay at $70: Approved unanimously
5. Annual election of trustees

(3 persons, under Article 4, Code of Regulations – one year *terms with eligibility for indefinite re-election, terms beginning upon election and continuing through the following year's annual meeting*)

Nominations from and of current trustees: David Ziegel, president; Matthew Moore *(currently also serving as one of the co-treasurers);* Allison Hillard Williams.

Nominations may also come from the floor, and the current trustees and Association board would like to hear from anyone interested in serving either as one of the three trustees or on the Association Board. According to the Code of Regulations, additional board members and officers of the association are selected and assigned responsibilities by the three trustees elected at annual meeting. Currently additional officers and association board members are:

Brad Green, secretary David Koscielak, co-treasurer

Allison Hillard Williams, Erin Selner, Abby Dunn: Design Review Board

The position of vice-president currently needs to be filled by the Trustees.

No nominations; All trustees approved

1. Report on new communication efforts of the Association board and trustees.
	* 1. We are working on Welcome packets for the new moves in the neighborhood that also include the rules
		2. Please help the Design Review Board if you see anyone making changes or constructions
		3. We are working on if we can add variances to website to allow neighbors to see what has been approved
2. Open forum *(discussion among homeowner association members and the trustees and association board)*

**NOTE: *though not necessary for inclusion in discussion during open forum, the trustees would appreciate being informed in advance of concerns lot-owners/members of the association would like discussed in public forum****. We want to be sure time is given to member concerns. Of course, at any time, we trustees and association board members would like to know what concerns our Association members think we need to be addressing).*

* + 1. Trash can & mailbox letters – if you have concerns please send them to the HOA with pictures so we can determine if there is an issue
		2. Roberts Road – check out Columbus Planning for any updates; sounds like plans are to widen and add roundabouts; may have traffic light going in at Roberts & Westrock
		3. Haven’t heard anything else about the internal traffic study
		4. Proposed meeting at least 2 times a year
			1. Must have our annual meeting within 30 days of 3/29
			2. Fiscal year 6/30 – 7/1
			3. School is free for us – a possibility to meet more often
		5. Regarding not keeping up with leaves/properties – talk to neighbors then contact HOA
		6. Regarding electric fences – HOA will discuss and look into rules & regulations; not sure what we can enforce
		7. Regarding updating fence rules – we have discussed updating rules & regulations but requires 2/3 approval from all homeowners
			1. Yes the house on Quailview has a variance
		8. Regarding checks – most issues addressed with budget but reach out for specific issues
		9. Feral Cat project – thank you for who is handling
		10. Parking – specifically on Pinto Pass – please reach out to the city/non emergency numbers
		11. Pop up camper in neighborhood – HOA will address

*Motion to adjourn: 8:35 2nd; Approved*