

Minutes of the April 24, 2018, meeting of the Board of Directors of the
Westwood Hills Townhome Homeowners Association, Inc.

The meeting was called to order by Marty Bregman at Pioneer Ridge Independent Living pursuant to notice sent to all homeowners.

1. Marty Bregman will continue as president of the association and Jim Schneider will continue as treasurer. Marty indicated that in the absence of a secretary that he would perform that function as needed.
2. The board unanimously approved the minutes of the December 12, 2017, board meeting.
3. The board authorized the president to obtain bids for tree services within the Enclave. Bidders are to be informed that the scope of work will ultimately be determined in consultation with individual homeowners and may be subject to approval by the Master HOA Architectural Committee.
4. The board authorized the president to purchase a website from Godaddy. The website will have the domain name "westwoodhillsenclave.com" and will be purchased for five years at a cost of approximately \$600. The president was also authorized to obtain an email account that will be provided for one year at no cost and security on the email account for \$60. The domain name will be free for three years and then cost \$15 per year thereafter. The website includes a user-friendly builder so no costs will be incurred to build the site. It will be used as a communications tool with members and for the posting of governing documents, minutes, notices, owner roster and other items as needed. Private information will be accessible only through pages with access limited to members of the association.
5. The board agreed to set a schedule for board meetings and the annual meeting for the coming year. The meetings, subject to rescheduling due to conflicts, will be on the second Tuesday of the month in June, September and December 2018 and March 2019. The annual meeting will be held on the second Tuesday in March 2019 immediately preceding the board meeting.
6. The treasurer was authorized to discuss reporting formats for future reporting from the HOA accountant to ensure that we receive the information we need in a format that makes sense. If our accountant is unable to meet our needs, we will consider obtaining the services of another accountant.
7. The president was authorized to obtain input from the owners concerning removal of the gate and to obtain bids for the cost of removal.
8. Meeting was adjourned.

In attendance:

Marty Bregman, Nancy Bregman, Jim Schneider, Mike Hartnett, Sue Pearson, Pat McCandless.