

WESTPOINT TOWNHOMES HOMEOWNERS ASSOCIATION, Inc.
MINUTES
BOARD OF DIRECTORS BUDGET MEETING
DECEMBER 14, 2015

1. CALL TO ORDER. The telephonic meeting of the Board of Directors of WestPoint Townhomes Homeowners Association, Inc. was called to order at 6:12 pm on Tuesday, December 14, 2015, AT & T Conference the location specified in the notice for this meeting.
2. DETERMINATION OF A QUORUM. A quorum was established as there were present three board members as follows: Paulo Ramalho Denise Harrison Cynthia Russ; others present: Minetta Garay Gay, LCAM, Managing Agent for the association, and Hermina Foster on the line.
3. CONFIRMATION OF PROPER MEETING NOTICE: It was announced by Minetta Garay Gay, LCAM the notice for this meeting was accomplished in accordance with bylaw and statutory requirements.
4. APPROVAL OF PREVIOUS MEETING MINUTES: Minutes from the March 26, 2015 were read by Minetta Garay Gay. Motion to approve the minutes as read by Paulo and seconded by Denise. By unanimous consent, the Board approved the minutes as read.
5. RATIFICATION OF RENEWAL INSURANCE POLICY ADOPTION. By unanimous consent, the Board voted to purchase Directors and Officers policy as quoted through Insurance Solutions Unlimited at a premium of \$803/year
6. RATIFICATION NEW LANDSCAPE COMPANY CONTRACT. By unanimous consent, the Board voted to hire Greater Outdoors Lawn care at a monthly fee of \$1000 commencing January 1, 2016.
7. RATIFICATION OF MANAGEMENT AGREEMENT. By unanimous consent, the Board voted to maintain the presence of Property Solutions Unlimited Inc. at a cost of \$450.00 per month commencing January 1, 2016
8. APPROVAL OF THE 2016 BUDGET. After discussion, upon motion made, seconded and unanimously carried, the Board voted to approve the proposed 2016.
9. APPROVAL OF 2016 ASSESSMENTS. Motion was made, seconded, and unanimously carried, the Board of Directors voted to approve the maintenance fee assessment with \$20.00 increase making the monthly charge of \$100.00 per unit per month commencing January 1, 2016.
10. APPROVAL OF 2016 COLLECTION POLICY – Any payment received after the 11th day of the month will incur a \$25.00 late fee. If an account falls 60 days past due, they will be sent to collections. Owner letter to specify late fees and interest charges as additional assessments. Motion to approve collection policy made by Cynthia Russ; Seconded by Denise, motion carries.

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11. BOARD MEETING SCHEDULED: By unanimous consent, the Board agreed to hold their next meeting immediately following the Annual Meeting.

OPEN FORUM.

RESERVES: Board members want to investigate how HOA can coordinate maintenance of exterior painting, gutter installation, termite bonds and possibly roofs. Contact Legal to review documents and instruct how to make this a possibility ~ concerned that this will be the only way in the future to keep property values stable and cohesiveness of the community. Review reserve allocation with legal as well – redirect reserves. Trash cans on one side of street Fire lane – days of pick up Monday are pick up and recycling. Yard Waste Tuesdays.

TREE – Remain in contact property manager from Aldi plaza concerning the over growth of tree. It is causing damage to the Association fence line.

STUCCO FAILURE – Concerns within the community with regard to Stucco failures and water intrusion. Many homeowners have had to fix their stucco and will need to coordinate this repair prior to painting.

12. MOTION TO ADJOURN. There being no further business, upon motion duly made and unanimously carried, the meeting was adjourned at 7:44 p.m.