

**Westhaven Homeowners Association
2014 Annual Meeting
Thursday, December 11, 2014
Richard Byrd Library**

Roll Call: Ken Klimpl, Vice President; Aaron Pagnotti, Treasurer; Judy Perry, Secretary; Russ Carl, Member at large; Sam Morrison, GHA management. Absent: President—vacant.

Welcome: Ken Klimpl, Vice President, welcomed homeowners and called the meeting to order at 7:00pm.

Proof of Notice of Meeting: Sealed envelope provided to Board Vice President by Sam Morrison, representative of GHA Community Management, Westhaven's property management company. There were 21 homeowners present and 10 proxies on hand. Quorum confirmed. Attorney Andrew Hill was introduced, representative of Segan, Mason & Mason Law Firm. WHOA contract provides for one free meeting/year.

Reading of minutes of preceding meeting: Greg Fortine motioned to waive the reading of 2013 annual meeting minutes; John Clynch seconded. Motion approved. Greg Fortine motioned to approve the minutes as amended; Andy Izaguirre seconded. Minutes approved as amended.

Reports of Officers of Board of Directors

Vice President's Remarks:

- Highlighted major projects completed during 2014:
 - o Comprehensive Reserve Study completed. Purpose explained to educate homeowners. Study posted to web site.
 - o Changed grounds maintenance/snow removal contractor. Switch from Valley Crest Landscape Maintenance to Professional Grounds Inc. effective January 2015. Increase in cost due to more comprehensive scope of work (including items that were previously add-on) and higher performance standards.
 - o Initiated contract to repair potholes. Repairs delayed due to rainy weather.
 - o Engaged attorney to review/update declarations and covenants issued in 1992. Revision will be in keeping with current legal climate and allow the Board more enforcement authority. Changes will require community participation. Attorney Andrew Hill briefly explained the process for amending the documents (simple majority of homeowners, 2/3 of mortgage holders). Estimate the process will take at least six months.

Treasurer's Remarks:

- As of the end of November 2014 we were over budget by \$25K primarily due to snow removal expenses. The excess snow removal expenses were covered from the Operating Reserve account; therefore, we will essentially break even for 2014.
- 5% increase in quarterly assessment fees for 2015.
- Reserve Study recommended adding \$73K to the Reserve Fund for 2015 in order to accumulate funds for major future expenses; the Fund was short in 2014. Resurfacing the roads will be a major expense so the Reserve Fund needs to be more robust to cover the expense.
- Current Reserve Fund balance is \$260K; significant strides have been made to increase the Reserve deposits.
- Extensive budget discussion, homeowners asked for explanations of several line items that changed from 2014 to 2015. All questions answered satisfactorily. Actual expenses and budget

amounts will be made available during the monthly meetings and at the next annual meeting so that homeowners can compare the numbers. Actual expenses will not be posted to the HOA web site because it is not a secure (password protected) site.

Architectural Control Committee: no report.

Report of Management Agent:

- Inspections were conducted solely by Sam to ensure consistency and avoid undue outside influence. Sam inspected specific areas identified by the Board. Homeowners were notified only if there was a violation.
- Any change to exterior of units requires approval from the Architectural Control Committee; if in question, submit the request.

Election of members of the Board of Directors: Two Board Members' 3-year terms expired-- Russ Carl and Judy Perry. Both have agreed to continue on the Board. Al Gomez was nominated from the floor.

- Greg Fortine motioned to close nominations; Andy Izaguirre seconded. Motion approved.
- Homeowners cast ballots. Three homeowners volunteered to count ballots; Attorney Andrew Hill observed.
- Election Results: Russ Carl and Judy Perry were elected to the Board.
- The Board will appoint someone to fill the position vacated when Eric Woller resigned; appointee will serve for one year.

Greg Fortine motioned to adjourn meeting; Andy Izaguirre seconded. Motion approved.

Meeting adjourned at 8:30pm. The next meeting will be January 8, 2015 from 6:30-8:30pm at Richard Byrd Library.