

**MINUTES OF THE  
WESTERLEY HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS REGULAR MEETING  
Tuesday, January 22, 2008**

**A: Call to Order**

The President called the meeting to order at 8:45 p.m.

Board Members and officers present:

Mr. Kevin Gilfedder	President
Mr. Dale Pontiff	Vice President
Ms. Cheryl Hammes	Director
Mr. Ed Barrow	Treasurer
Mr. Stephen Reed	Secretary
Ms. Courtney Heykoop	Community Coordinator
Ms. Anne Welsh	Landscape Committee Chairperson

Staff members & Service Providers present were:

Mr. Mike Marcolla	Community Manager, Legum & Norman, Inc.
Mr. Christopher Swemba	Recording Secretary, C&C Securities, LLC

**B. Approve Minutes:**

The President submitted the Minutes of the December 13, 2007 Regular Meeting of the Board of Directors for approval. It was:

**MOVED and Seconded: That the approval of the December 13, 2007 Regular Meeting of the Board of Directors, be approved as amended.  
UNANAMOUSLY APPROVED**

**C. Officers Reports:**

The President called for Officer Reports.

President's Report:

Mr. Gilfedder had no report for the Board.

Vice President's Report:

Mr. Pontiff had no report for the Board.

Treasurer's Report:

Mr. Barrow had no report for the Board.

Secretary's Report:

Mr. Reed had no report for the Board.

Landscape Committee Report:

Ms. Welsh had no report for the Board.

Architectural Review Board Report:

Ms. Heykoop noted that there were four ARBs for the Board to review and vote on.

**D: Management Report:**

The President called for the Management Report by the Community Manager.

Mr. Marcolla presented a document from legal council requiring an authorized Board member's signature to write off bad debt in the amount of \$624.00. Mr. Gilfedder signed the document.

Mr. Marcolla noted that ten or eleven delinquent accounts were turned over to legal council for collection. Primarily the outstanding balances on these accounts are the result of unpaid covenants fines.

Mr. Marcolla noted that the agreement for trash removal services with Trash Away was originally scheduled to expire in July of 2008. As a result of a deal with Loudon County, the agreement is now valid through December of 2008 with a 5% increase in cost. The associated monthly expense is \$4,952.00 which is within the 2008 budget. The Board will table the issue until February's meeting.

Mr. Marcolla presented a proposal from Goldklang for the 08-09 audit and preparation of the Association's 2007 taxes. The cost is \$1,800.00 for the annual audit and \$300 for tax preparation.

**MOVED and seconded: That the Board approve the proposal from Goldklang in the amount of \$2,100.00, for the 2008-2009 annual audit and the preparation of 2007 taxes. UNANAMOUSLY APPROVED**

Mr. Marcolla noted that the bank statements and collection status reports are available.

**E: Unfinished Business:**

The President called for Old Business on the Agenda that had not already been discussed.

No Unfinished Business

**F: New Business:**

The President called for New Business on the Agenda that had not already been discussed.

No New Business

**G: Homeowners Forum**

The President opened the floor to homeowners to voice their questions or comments

No questions or comments.

**H. Close of Business**

There being no further business to come before the Board in Regular Meeting, it was

**MOVED and seconded: That the January 22, 2008, Regular Meeting of the Board of Directors be adjourned to be immediately followed by Executive Session. UNANAMOUSLY APPROVED**

Meeting was adjourned at 8:55 p.m.

Minutes respectfully submitted by:  
Michael C. Marcolla

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The foregoing minutes of the January 22, 2008 regular meeting of the Board of Directors of the Westerley HOA were approved on the 19th day of February, 2008.

Attest:

*EBauer for Steve Reed*

Stephen Reed, Secretary