

**MINUTES OF THE
WESTERLEY HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS REGULAR MEETING
Thursday, December 13, 2007**

A: Call to Order

The President called the meeting to order at 7:01 p.m.

Board Members and officers present:

Mr. Kevin Gilfedder	President
Mr. Dale Pontiff	Vice President
Ms. Cheryl Hammes	Director
Mr. Stephen Reed	Secretary
Ms. Courtney Heykoop	Community Coordinator

Board Members and officers absent:

Mr. Ed Barrow	Treasurer
Ms. Anne Welsh	Landscape Committee Chairperson

Staff members & Service Providers present were:

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

Mr. Mcfadden was present to discuss the Association's investments. Mr. Mcfadden also noted that an Investment Policy Statement is still required from the Board. A template will be provided to the Board in addition to examples of other Associations' Investment Policy Statements. Mr. Mcfadden noted he will tentatively schedule to attend February's Board of Directors Meeting.

B. Homeowners Forum:

The President opened the floor to questions or comments from the unit owners in attendance.

Homeowner, Anthony DeRobertis was in attendance.

C. Approve Minutes:

The President submitted the Minutes of the November 19, 2007 Regular Meeting of the Board of Directors for approval. It was:

**MOVED and Seconded: That the approval of the November 19, 2007 Regular Meeting of the Board of Directors, be approved as submitted.
UNANAMOUSLY APPROVED**

D. Officers Reports:

The President called for Officer Reports.

President's Report:

Mr. Gilfedder announced that the Board unanimously agreed to increase Ms. Heykoop's pay from \$17.00 an hour to \$18.00 dollars an hour effective November 19, 2007.

Vice President's Report:

Mr. Pontiff had no report for the Board.

Treasurer's Report:

Mr. Barrow was not present to give a report.

Secretary's Report:

Mr. Reed had no report for the Board.

Landscape Committee Report:

Ms. Welsh was not present to give a report.

Architectural Review Board Report:

Ms. Heykoop noted that there are currently:

- One request for hearing
- 2 ARB application's for review

E: Management Report:

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

Mr. Marcolla detailed the operating account. Delinquencies have increased from \$12,500.00 to \$15,000.00 primarily due to covenant fines remaining unpaid.

Mr. Marcolla noted that the Annual Meeting will be held on January 22, 2008 at 7:00 pm. Sign-in will begin at 6:30 pm. Two positions are up for re-election; Treasurer and Secretary. No responses to the Call for Candidates have been received at this time. No positions are up for re-election in 2009.

Mr. Marcolla noted that there is a positive variance for YTD income.

Mr. Marcolla noted that there has been one new move-in as of October 5, 2007. This information was not included in last months report as the management company does not always receive the Hud-1 statement from the settlement company immediately after the home closes.

Mr. Marcolla noted that the janitorial agreement with Alpha Cleaning will automatically renew in May of 2008 unless the Board wishes to go out to bid.

Mr. Marcolla noted that the insurance policy will automatically renew in May of 2008 unless the Board directs otherwise.

Mr. Marcolla noted that the trash removal agreement with Trash Away ends in July of 2008. Mr. Marcolla recommended going out to bid for the trash removal service to ensure the Association is receiving the best price for this service.

Mr. Gilfedder noted he had received the Reasonable Accommodation Policy Resolution back from legal council.

Ms. Heykoop noted that the Association's Design Guidelines need to be revised to include design guideline decisions that the Board has voted on and enforced. The Association's enforcement procedures also need to be updated with an effort being made by the ARB to abide by these procedures. Ms. Heykoop will work on the Trash Enforcement Policy Resolution, the Vehicles Policy Resolution and the revisions to Design Guidelines.

Mr. Marcolla noted that Palmer had completed the leaf removal and final mowing on November 29th.

Mr. Marcolla noted that the pool furniture has been put away.

Mr. Marcolla noted that Jetco has stated that the repairs to the baseboards are under warranty and that they will make the repairs in the spring.

Mr. Marcolla noted that the Heath Department made no commitment to assist with the abandoned house in the community. The property may be put on the market fairly soon as management has been contacted by a realtor inquiring about the monthly Association dues.

Ms. Hammes inquired when the last Replacement Reserve Study was completed. Mr. Marcolla noted that the last study was completed in 2005. Management will obtain a proposal to complete an updated Replacement Reserve Schedule in 2008.

Mr. Marcolla will look into the cost of installing street lights and speed-bumps throughout the community as requested by the Board.

F. Old Business

No Old Business was on the agenda for discussion.

There was no Old Business for discussion.

G. New Business

The President called for any New Business that had not yet been discussed.

There was no New Business for discussion.

H. Close of Business

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

MOVED and Seconded: That the November 19, 2007, Regular Meeting of the Board of Directors be adjourned.

UNANAMOUSLY APPROVED

Meeting was adjourned at 8:10 p.m.

Minutes respectfully submitted by:
Christopher Swemba

The foregoing minutes of the December 13, 2007 regular meeting of the Board of Directors of the Westerley HOA were approved on the 22nd day of January, 2008.

Attest:

Stephen Reed, Secretary

