

Westwood 5 Board Meeting Minutes 3/11/2020

Meeting called to order at 7:40pm

Roll call, members present

Adam

Tom

Luis

Alex

Kevin

Efrain

Jim

Tony

Quorum established

Not present

Rick

All members signed and submitted board member certification form. Yearly and March minutes will be approved at April meeting

Financials: \$299,610 in reserves. Luis presented budget proposal for 2020. Board agreed to remove roof replacement from budget and approved all other proposals.

Home improvement approvals

9601 NW 80th St Windows approved

8110 NW 94th Ave Windows approved

8204 NE 93rd Ter PVC fence, wood grain finish in front of fence and windows approved.

9302 W 80th St expansion of driveway approved

Next meeting set for 4/8/2020

Motion to adjourn by Adam, second by Tom- motion carried. Meeting adjourned at 8:20pm

Special Meeting Minutes

March 22nd, 2020 2:00 PM

Present: Adam, Tom, Kevin, Luis, Efrain, Rick, James On Phone ; Tony

Tom Updated all on current actions taken as a result of the Corona Virus Outbreak.

- Office Hours limited, Tom has been coming to the office nightly to keep up with any pending matters.
- All events cancelled until end of April (Clubhouse Rentals)
- Pool will remain open per the Department of Health, just limits on no parties or groups of 10 or more.

Maintenance Updates :

Glen presented on issues that need to be fixed.

- Pool Lights (South Pool) need to be replaced. Aquanita to repair for \$1500.00
- Exterior building lights at South pool need to be replaced. Glen to get cost to install LED lights.
- Patio Furniture needs to be repaired. Board ok'd Patio furniture company to refabric all of the lounge chairs and replace 4 tables.

Office Staff :

Due to personal reasons Sandra Fisch will no longer be working for the association. The BOD posted an advertisement for the position at the clubhouse for 10 days. In response two applicants applied and were interviewed for the position. One of the applicants withdrew after her interview. The second applicant interviewed very well. She currently has experience as an office manager for a large corporation and meets all the minimum desired qualifications for the position.

The board voted to hire Robyn Palmaz to fill the open position and Robyn accepted the offer. Robyn will be starting full time on April 13th.

Because Robyn is married to one of our BOD members, he is stepping down from the BOD and did not participate in the process to hire her.

Motion to Hire Robyn : Adam, Second : Tony. All in Favor : Jim, Efrain, Tony, Adam, Luis

Not Present : Alex Abstained : Tom

Meeting Adjourned : 1st Adam, 2nd Tom. Meeting Adjourned at 3:15PM