

ESTATE AT WESTBURY HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

January 11, 2017

3: 00 p.m. EWHOA Clubhouse

I CALL TO ORDER-Theresa Childers/Warren Johnson

Present:

Warren Johnson-phone in
Rocky Dunlap-on site
Carolyn Krause-on site
Debra Schumann-phone in

Absent: Guyla Daley?

Staff:

Doug Skelly
Theresa Childers
Mark Megliore

Audience Homeowners: Joan Keene 708 and Janet Spinelli 918

II OLD BUSINESS

A. **Approval of Minutes from November**-Motion made by Rocky Dunlap and seconded by Warren Johnson. Approved unanimously. (No meeting in Dec.)

B. **Construction Update-Highsmith**

Building 900- 99% complete
Building 800-95% complete (outdoor painting beginning weather permitting)
Building 600-60% complete
Building 500-started windows

C. **Hurricane Matthew Update**-Theresa is still waiting to hear back from the adjuster due to high volume of hurricane damage calls.

-Annual Meeting moved to Executive Session-

D. **Parking Boss Decals 2017-2019** Theresa described the new decals. Owners may need to request a sticker from the office to cover the expiration date on their current stickers if they have one. No owner will be asked to get a new sticker at this time. Renters will need to get the newly designed stickers that will hopefully cut down or eliminate illegal selling. Office personnel will be putting the new stickers on the renter's cars. The cost to the HOA for the new decals will be around \$1,250 but these will be good for 4 years.

E. **Update on warranty status for the property**-Good news! The Estates at Westbury are now warrantable. Thanks to owner Sam Cavanaugh for his help. We have only 4 properties still for sale out of 10. This will help our property values.

F. **Hot water heater** in clubhouse update-new one recently installed.

G. **Collection Agency Update**-due to privacy issues, this was moved to executive session. However, it is to be noted that HighTide is remaining vigilant with regards to progress in this area.

H. **Tenant Vetting**- The tenant approval form was reviewed. A lengthy discussion ensued. Theresa added a line for an additional signature for the owner if they use a property manager to oversee their tenants. Two signatures would be required.

It was suggested that HighTide review our current rules and regulations and make recommendations for streamlining the current cumbersome document. More work in this area needs to be done to improve our vetting process and protect owners and the property.

I. **Water Use/owner responsibility**- Theresa reported some high usage amounts have occurred lately. Theresa and crew checked out one building and discovered several running toilets. This contributed to the increase in usage. Residents need to be reminded of appropriate plumbing use. Clarification was requested regarding how water billing was now calculated. Theresa will look into and report.

III NEW BUSINESS

A. **Treasurer's Variance Report-Theresa Childers and Mark Megliore**

Report was shared and discussed.

B. **Building 300 Flood**

Theresa gave an update on the recent building 300 flood in the main sewer line caused by flushed wipes. Individual responsibility was indeterminable. Our HOA insurance will be used to help make repairs. Owners HO-6 policies will also be needed. The HOA needs to pay the 10K deductible. It was recommended to take the money from our capital account. After discussion, **a motion was made by Rocky Dunlap and seconded by Carolyn Krause to take 10K out of the reserves. Motion passed unanimously.**

IV **ADJOURNMENT**

Motioned to adjourn by Rocky Dunlap and seconded by Warren Johnson at 4:25 p.m.

Executive Session