

*ESTATE AT WESTBURY HOMEOWNERS ASSOCIATION*

**BOARD OF DIRECTORS MEETING MINUTES**

**June 20, 2017**

**3: 00 p.m. EWHOA Clubhouse**

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**CALL TO ORDER-Theresa Childers/Warren Johnson**

**Present:**

**Warren Johnson**-call in (President)  
**Rocky Dunlap**-on site (Vice President)  
**Ralph Paine**-on site (Treasurer)  
**Debra Schumann**-call in (Secretary)

**Absent: Carolyn Krause-** (member at large)

**Office :** Doug Skelly  
Theresa Childers  
Mark Megliore  
Joe Highsmith, Chuck, and Peter Sheratt-construction

**Audience/Callers Homeowners:** Joan Keene 708, Janet Spinelli 918, T. Blomgren , Mrs. Nagy, Jenny Krogulski

**II OLD BUSINESS**

**1. Approval of Minutes from May-** Motion made by Rocky Dunlap and seconded by Ralph Paine. Approved unanimously.

**2. Construction Update-Highsmith**

Motion made to make a payout to Highsmith Construction Company by Ralph Paine and seconded by Rocky Dunlap. Motion passed unanimously.

The follow up walk through suggested at May's meeting yielded information about erosion problems. It was suggested by Highsmith/rep that the problem seems to be largely due to grading differentials between the fronts of buildings and the backs. It was suggested that rocks behind retention walls or use of pavers might help with this problem. The question of gutters vs. no gutters was reviewed.

According to audience homeowners, safety concerns and problems with the electrical doors still need to be addressed. This issue needs to be discussed when "building 17" construction is discussed at a board meeting in the near future now that construction is coming to a conclusion. There are still several areas of concern that need to be looked at before the construction company leaves the property for the final time.

3. **Emailed updates**-Theresa will be instituting random drug testing for all employees from now on. Theresa shared some information from the Greenery about plans for landscaping.

4. **New cameras for security** –Theresa shared more information regarding the proposal for adding more security cameras. Leasing would cost around \$69K over 3 years with maintenance included. If we buy out right , it would be \$84K but no maintenance would be included. Installation would cost around \$10K. The placement of the proposed cameras was reviewed by board members. Theresa asked us to think about what we want to do. If we move ahead on this in the current year, we will have to take the funds out of the reserves to pay for this improvement. Theresa shared the benefits of the current cameras and believes the additional ones will take care of any “gaps” currently existing.

5. **Owner Input Form**- homeowners having issues or concerns *that can't be dealt with by the office staff or shouldn't be* are asked to complete this new form and turn in to the office at least one week prior to the board meeting. This can also help give a “voice” to anyone unable to attend a regular board meeting. If appropriate, the concern will be placed on the agenda and discussed by the board. It is imperative to maintain efficiency and productivity during board meetings. Thanks to Rocky Dunlap for creating this procedural form. The board appreciates input from other homeowners, especially those in residence. The management company will be responsible for reviewing and archiving these forms.

### III NEW BUSINESS

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

Report was shared and discussed. We're over budget in May due to the purchase of gate cards but this cost will even out as the year progresses. We also had over 5K of expenses this month, but we're under budget overall. All hurricane insurance monies have been received.

2. **Guest Parking concerns**-resident homeowner Janet Spinelli shared concerns about lack of parking spaces for residents. The board discussed this concern and felt that unfortunately, there are few viable options at this time. The board will continue to keep this ongoing concern in mind as we move forward. No action was taken.

3. **New tenant letter** -tabled til next meeting due to lack of time

4. **Rules and regulations**-Theresa Childers gave a brief overview of the revised copy. Due to lack of time, deeper discussion will need to take place at a future meeting.

5. **Homeowner Audience request**-. Jenny Krogulski asked that all homeowners receive minutes. The office will be responsible.

**IV ADJOURNMENT.-**

Next scheduled meeting will be on Wed. July 18<sup>th</sup> at 3 p.m. at the clubhouse.

Motioned to adjourn by by Deb Schumann and seconded by Ralph Paine at 5:00 p.m.