



Westridge Place Homeowners Association Inc.

Board of Directors Meeting

March 31, 2011

6:30 p.m.

*Northwest Management Exclusive, Inc.
1501 SE 163rd Avenue, Vancouver, Washington 98683*

Board of Directors in Attendance: Bill Dalton
Ron Lewallen
Christina Baird-Smith
Ronil Prasad

Guest: Catherine Reneau

Managing Agent: Leslie Willey, Association's Managing Agent, represented Northwest Management Exclusive, Inc.

Call To Order: Bill Dalton, President of the Board of Directors, called the Westridge Place Homeowners' Association's Board of Directors' meeting to order at 6:30 p.m.

Establishment of a Quorum: A quorum was established with the attendance of four (4) of the six (6) Board Members.

Board of Directors' Meeting Minutes – January 20, 2011: The Board members reviewed the minutes presented.

Motion: Ron moved to accept the January 20, 2011 Board of Directors' Meeting minutes as written. Christina seconded the motion. The motion passed unanimously.

Committee Reports

▪ **Finance and Budget Report**

1. January Year-To-Date Financial Reports:

Motion: Christina moved to approve as presented the January 2011 financial documents that included the balance sheet, the income statement and the budget comparison report. Ronil seconded the motion. The motion passed unanimously.

2. February Year-To-Date Financial Reports:

Motion: Christina moved to approve as presented the February 2011 financial documents that included the balance sheet, the income statement and the budget comparison report. Ronil seconded the motion. The motion passed unanimously.

3. **Status of Delinquent Owners and Collections:** The Board members reviewed the delinquent owner report – no action taken.

▪ **Architectural Control Committee:**

1. **BOD Appointment – ACC Chairperson & Members:**

Motion: Bill moved to appointment Catherine Reneau as a member and the chairperson of the Architectural Control Committee. Ronil seconded the motion. The motion passed unanimously.

Motion: Ron moved to appointment to the Architectural Control Committee Anita Anjoubault, Bill Rucinski, and Susan Molnar. Christina seconded the motion. The motion passed unanimously.

Catherine reported she had re-designed the Architectural Request form and planned to revise the Association's ACC Guidelines to include new items and an appeal process. She stated the ACC was scheduled to meet next week.

2. **Review Architectural Recap:** The Board members reviewed the Architectural Recap report – no action taken.

▪ **Landscape Committee:**

1. **Landscape Maintenance Report:** Ron reported that he had walked through the Westridge Place neighborhood with Geoff Smith of Pacific Landscape Services, Inc. to inspect the grounds; the dead bushes were to be replaced, the start-up process had been completed on the irrigation system, and had requested the tree limbs to be trimmed.
2. **Drainage Swale Obstruction – Status Update:** NWME reported the situation continued to be monitored by Landscape Management Services.
3. **Crane Fly Proposal:** The Board members reviewed and discussed the proposal from Pacific Landscape Services, Inc. to treat all turf areas for European Crane Fly.

Motion: Ronil moved to approve the proposal from Pacific Landscape Services, Inc. to treat all turf areas for European Crane Fly at a cost of \$427.40 (including tax). Ron seconded the motion. The motion passed unanimously.

4. **Consideration of Landscape Maintenance Around Ponds:** The Board members considered a homeowners request for maintenance around the ponds. The Board members agreed to not take action on this request.

Unfinished Business

- 1. Board of Directors Vacancy – Volunteer Consideration/Appointment:** The Board members discussed the process for appointing a volunteer and a possible candidate to appoint to the vacant position.

Consent Agenda

- 1. Westridge Boulevard Tree Pruning Project Invoice – Ratify Payment Authorization:**

Motion: Christina moved to ratify the electronic motion moved by Ron, seconded by Jeff and unanimously approved to authorize payment for the tree-pruning project completed by Alpha Tree Service at a cost of \$2,499.42 (including tax). Ronil seconded the motion. The motion passed unanimously.

New Business

- 1. Community Garden Proposal:** The Board members discussed the idea of creating a community garden in the gazebo area. Bill requested NWME to forward to the Board members the proposal submitted by Landscape Management Services, Inc. The Board members agreed to defer serious discussion until next BOD meeting at which time NWME will report the number and content of the homeowner comments received by them.
- 2. Garage Sale:** The Board members discussed and scheduled the Westridge Place Annual Garage Sale. The Westridge Place Annual Garage Sale was scheduled for June 10th, 11th, & 12th from 8:00 am to 4:00 pm for each day.
- 3. Newsletter:** The Board members reviewed the newsletter – no action taken.
- 4. Revised ACC Form:** The Board members reviewed and discussed the new Architectural Modification Request application – no action taken.

Next Board Meeting Date: The next Westridge Place Homeowners’ Association’s Board of Directors’ meeting was scheduled for Thursday, April 21, 2011 at a location to be determined.

Adjournment: Ron moved to adjourn. Bill seconded the motion. No discussion. The motion passed unanimously. The Westridge Place Homeowners’ Association’s Board of Directors’ meeting adjourned at 7:24 p.m.

Written By: Leslie Willey, Managing Agent, Northwest Management Exclusive, Inc.

Approved: _____ Date: Approved 04/25/11

Approved: _____ Date: _____

Signatures on File