



Westridge Place Homeowners Association Inc.

Board of Directors Meeting

6:30 p.m.

March 19, 2009

Springhill Suites – Cascade Room
Tech Center Drive, Vancouver, Washington 98683

Board of Directors In Attendance

Board members in attendance were Bill Dalton, Ron Lewallen, Stephen Liss, Dale Tubbs, Todd Crowson, and Sam Fenstermacher. Chris Clay was absent.

Northwest Management Exclusive, Inc.

Leslie Willey, Association's Managing Agent, and Beth Thompson, Association Administrator, represented Northwest Management Exclusive.

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 7:05 p.m.

Establishment of a Quorum

A quorum was established with the attendance of six of the seven Board Members.

Review and Approval of January 15, 2009 BOD Meeting Minutes:

The Board members reviewed the minutes presented and offered two corrections. The phrase "Board of Directors" referenced in the Gated Community Reports should be corrected to state "Governing Committee". Dale Tubbs moved to accept the minutes, with the noted corrections, for the January 15, 2009 Board of Directors' meeting be approved. Sam Fenstermacher seconded the motion. The motion passed unanimously.

Old Business:

1. By-Laws Amendment – Review, Amend, and Approve

Bill, with the permission of the Board members, deferred discussion of the By-Laws Amendment to later in the meeting

2. Small Claims – Update

NWME reported the homeowner did not appear at the court hearing on Tuesday, February 10th. The Association was awarded a judgment. The Board members requested to proceed to collect the debt.

Committee Reports

▪ Finance and Budget Report – Todd Crowson

1. Review January and Year-To-Date Financial Reports – Review and Approve

The Board of Directors reviewed and discussed the presented financial documents (balance sheet, income statement, and budget comparison).

Motion: Ron moved to accept the financial documents as presented. Dale seconded the motion. The motion passed unanimously.

2. Other

1. Request to Waive Fine

The Board members reviewed the letter from the homeowners requesting fines and other charges to be waived. The Board members discussed the homeowners' statements.

Motion: Todd moved to waive the late fees only as long as the adjusted account balance was paid in full within 14 days of date of notice; otherwise, the waived late fees would be reassessed. Sam seconded the motion. The motion passed unanimously.

2. Main Entrance Fence Repair

Todd volunteered to spearhead the main entrance fence cleaning and repair project for this year

3. Tax Return

The Board members discussed the need to prepare the Association's tax return and the process for completing the task.

Motion: Sam moved to secure an outside vendor to prepare the Association's tax return. Dale seconded the motion. The motion passed unanimously.

▪ Architectural Control Committee – Sam Fenstermacher

1. **New Requests:**

No new requests had been submitted for the Committee's consideration.

2. **Old ACC Issues:**

A homeowner was present and requested clarification concerning an unapproved Architectural request. The Board members, granting the homeowner's request to be heard, clarified the reasons for the denied Architectural Request. The Board members discussed the process followed by the Architectural Control Committee (referencing the Association's governing documents) prior to rendering a decision to grant an approval, to request additional information, or to deny an Architectural Request.

3. **Final ACC Inspections Completed by NWME**

The Board members reviewed the Architectural Recap and discussed the process for ACC requests. The Board members agreed the Architectural Control Committee should receive the Architectural Recap to schedule inspections to determine if approved projects have been started and to schedule inspections to determine if projects have been completed as approved.

4. **Inspection Reports**

NWME requested guidance from the Board of Directors concerning the backyards in Westridge Place. The Board members discussed the issues concerning backyard inspections and determined that NWME would not conduct backyard inspections but would act on substantiated complaints received from homeowners.

▪ **Landscape Committee – Ron Lewallen**

Ron reported some winterkill on some of the Association's trees and the possibility of a fungus in the Association's soil. The Board members discussed fence issues and landscaping concerns adjacent to the fence.

▪ **Secretary's Report – Stephen Liss**

Bill presented the By-Laws Amendments to Stephen for his assistance with reviewing and editing. Bill further requested Stephen review the CC&R's for the entire Association and for the Gated Community.

New Business

▪ **Nomination Committee**

The Board members discussed the terms expiring April 2009 and requested those members to consider re-election.

Next Board Meeting Date

The next Westridge Place Homeowners' Association's Board of Directors' meeting was scheduled for Thursday, March 19, 2009 at 7:00 p.m. at the Springhill Suites, Cascade Room.

Adjournment

Sam moved for the meeting to be adjourned. Todd seconded the motion. The motion passed unanimously. The Westridge Place Homeowners' Association's Board of Directors' meeting adjourned at 8:52 p.m.

Approved: BOD Approved Date: 3/19/09

Approved: Signatures on File Date: File