



**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, Chris Clay, Dale Tubbs, and Todd Crowson. Stephen Liss and Sam Fenstermacher were absent.

Northwest Management Exclusive, Inc.

Leslie Willey, Association's Managing Agent, 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 6:40 p.m.

Establishment of a Quorum

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

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

The Board members reviewed the minutes presented and determined the corrections had been made as requested.

Motion: Ron moved to accept the January 15, 2009 Board of Directors' Meeting minutes as presented. Dale seconded the motion. The motion passed unanimously.

Review and Approval of February 19, 2009 BOD Meeting Minutes:

The Board members reviewed and discussed the minutes presented.

Motion: Todd moved to accept the February 19, 2009 Board of Directors' Meeting minutes as presented. Ron seconded the motion. The motion passed unanimously.

Review and Approval of February 19, 2009 Special Gated Community Meeting Minutes:

The Board members reviewed and discussed the minutes presented.

Motion: Ron moved to accept the February 19, 2009 Special Gated Community Meeting minutes as presented. Todd seconded the motion. The motion passed unanimously.

Committee Reports

▪ Finance and Budget Report – Todd Crowson

1. Review February 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). The Board members discussed the budget in anticipation of possible questions from homeowners at the April 14th Westridge Place Homeowners' Association's Annual Membership Meeting.

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

2. Other

1. Homeowner Request to Implement a Payment Agreement

The Board members reviewed the letter from the homeowners requesting the Association agree to their offer to make installment payments for their assessments. The Board members discussed the homeowners' statements and reviewed the history of their account.

Motion: Todd moved to accept the payment plan as proposed by the homeowners with the condition if one payment is missed all waived fees and accrued interest will be reinstated. Dale seconded the motion. The motion passed unanimously.

2. Homeowner Request to Waive Fine

The Board members reviewed the letter from the homeowners requesting late fees be waived. The Board members discussed the homeowners' statements and reviewed the history of the account.

Motion: Todd moved to waive one late fee with the understanding that based on the homeowners payment history this request concerning late fees will be the final request to be considered by the Association (with a notation stating same attached to the homeowners account) and the account balance must be paid in full on or before April 15, 2009; otherwise, the waived late fee will be reassessed. Ron seconded the motion. The motion passed unanimously.

3. Late Fee Policy for Managing Agent:

The Board members discussed late fees and a reasonable time when the Board of Directors should no longer consider requests from homeowners to waive assessed late fees.

Motion: Chris moved that after March 31st, the Board of Directors would not consider or grant any homeowners' request to waive late fees for that assessment year. Ron seconded the motion. The motion passed unanimously.

4. Main Entrance Fence Repair

Todd reported on the Main Entrance Fence repair project. He discussed with the Board members his concerns with cost if the repairs were structural versus cosmetic. He agreed to secure three bids for the Board's consideration for the repair and painting of the main entrance fence.

Todd also discussed with the Board members the possibility of a Special Assessment to address the fence issues and irrigation issues along Westridge Boulevard.

▪ Architectural Control Committee – Sam Fenstermacher

Since Sam Fenstermacher was not in attendance, the Architectural Control Committee report was deferred to the April Board of Directors' meeting.

1. Inspection Reports

NWME and the Board of Directors discussed the procedure followed for conducting the inspections and the violation notices. The Board members agreed to re-evaluate and discuss the Association's fine schedule at the April Board of Directors' meeting.

2. Homeowner Complaints Regarding CC&R Compliance

The Board members discussed the complaints received from homeowners concerning discolored gutters and the home previously used as the Design Center.

▪ Landscape Committee – Ron Lewallen

Ron reported the tree problems were ongoing and stated he was struggling with securing an arborist to assess the trees. He reported that possibly some of the trees would need to be removed. He further stated the soil testing results would not be forthcoming since the samples had been delivered to the incorrect lab.

▪ Secretary’s Report – Stephen Liss

Since Stephen Liss was not in attendance, the Secretary’s report was deferred to the April Board of Directors’ meeting.

▪ Gated Community Report – Dale Tubbs

1. Inspection Reports

Dale reported that Verizon had finally agreed to excavate and install the correct conduit and cable necessary to open the gate using the telephone system.

2. Other Concerns

Dale presented to the Board a Fine Schedule that covered the newly adopted CC&R’s for the Gated Community. The fine schedule dovetails with the Association’s current fine schedule. Dale requested NWME to publish the Gated Community Fine Schedule and forward a copy to all homeowners in Phase 3A, 4A and 6A (Gated Community).

New Business

▪ Nomination Committee

The Board members discussed the terms expiring April 2009 and requested those members to consider re-election. Bill Dalton and Chris Clay agreed to run for re-election. Ron Lewallen will be unable to run for re-election.

▪ Annual Membership Meeting

The Westridge Place Homeowners’ Association’s Annual Membership Meeting is scheduled for April 14, 2009.

Next Board Meeting Date

The next Westridge Place Homeowners' Association's Board of Directors' meeting was scheduled for Thursday, April 16, 2009 at 6:30 p.m. at the Springhill Suites, Cascade Room.

Adjournment

Ron moved for the meeting to be adjourned. Chris seconded the motion. The motion passed unanimously. The Westridge Place Homeowners' Association's Board of Directors' meeting adjourned at 8:18 p.m.

Approved: _____ Date: _____
Approved: *Signatures on File* Date: _____