



**Westridge Place Homeowners Association Inc.**

**Board of Directors Meeting**

**October 15, 2009**

**6:30 p.m.**

*Illahee Elementary School - Media  
19401 SE First Street, Camas, Washington 98607*

**Board of Directors In Attendance**

Board members in attendance were Chris Clay, Sam Fenstermacher, Dale Tubbs, Stephen Liss and Todd Crowson. Bill Dalton and Ron Lewallen were not in attendance.

**Managing Agent**

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

**Call To Order**

Chris Clay, Vice-President of the Board of Directors, called the Westridge Place Homeowners' Association's Board of Directors' meeting to order at 6:33 p.m.

**Establishment of a Quorum:**

A quorum was established with the attendance of five (5) of the seven (7) Board Members.

**Acceptance of Agenda:**

*Motion: Dale moved to accept the agenda as presented. No second. The motion failed.*

**Board of Directors' Meeting Minutes – September 24, 2009**

The Board members reviewed and discussed the minutes presented.

*Motion: Sam moved to approve the September 24, 2009 Board of Directors' Meeting minutes as written. Todd seconded the motion. The motion passed unanimously.*

## Board of Directors' Special Meeting Minutes – October 7, 2009

The Board members reviewed and discussed the minutes presented.

*Motion: Todd moved to approve the October 7, 2009 Board of Directors' Special Meeting minutes as written. Dale seconded the motion. The motion passed unanimously.*

### Committee Reports

#### ▪ Finance and Budget Report

##### 1. September 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: Stephen moved to accept the financial documents as written. Todd seconded the motion. The motion passed unanimously.*

#### ▪ Architectural Control Committee

1. **New Requests:** The Board members reviewed the Architectural Recap Report. Sam reported the Committee had not received any new requests but two requests were still being considered.

##### 2. Appoint New ACC Member – Bill Rucinski

*Motion: Sam moved to replace the Architectural Control Committee member Chris Clay with Bill Rucinski. Dale seconded the motion. The Board members discussed the current membership of the ACC and the process for adding members to the committee. The motion passed unanimously.*

3. **Final Inspection Procedure & Policy:** The Board members learned the ACC did not have a policy in place for final inspections of completed projects. They discussed possibilities for completing final inspections. Sam agreed to delegate the task of completing final inspections to the ACC members by dividing the list of completed projects equally. The Board would be notified of the progress of the ACC.

##### 4. Homeowner's Refusal To Submit Paint Colors For ACC Approval:

The Board members discussed a homeowner's refusal to submit paint colors. They discussed the interpretation of the Architectural Guidelines and the definition of the word "repair". The Board members agreed homeowners who paint their homes must submit an Architectural Request for approval even if the

homeowner is painting the same color scheme. The Board members agreed to assess the homeowner a \$100.00 fine.

- **Landscape Committee – Ron Lewallen:** No report was given due to Ron's absence.

### Unfinished Business

- **Reserve Study - Update:** No action – deferred to November agenda.
- **Northwest Management Exclusive, Inc. & Timely Response To Board Member Requests:** Stephen informed the Board of Directors of his inability to receive requested information from NWME. The Board members considered the statements presented. NWME was instructed to complete Mr. Liss' request then pursuant the managing contract, all communications between NWME and the Westridge Place Board of Directors will be with the designated contacts.

### New Business

- **Homeowner Request To Waive Fine Assessed Violation Fine:** The Board members reviewed and considered the homeowner's personal correspondence dated October 2, 2009, detailing the circumstances that led to the assessed fine and the homeowner's request to waive the assessed violation fine. Prior to rendering a decision, the Board members considered the Association's CC&R's and the Architectural Guidelines.

*Motion: Dale moved not to grant the homeowner's request to waive the assessed \$100.00 fine. Chris seconded the motion. The motion passed unanimously.*

- **Excessive Attorney Fees:** Stephen discussed the invoices from Mr. Wynne. Todd proposed the need for transparency and discretion when engaging legal counsel.

*Motion: Stephen moved the President of the Board of Directors should notify all Board members prior to contacting the Association's legal counsel in order to improve transparency. Todd seconded the motion. The motion passed unanimously.*

### Next Board Meeting Date

The next Westridge Place Homeowners' Association's Board of Directors' meeting was scheduled for Thursday, November 19, 2009 at 6:30 p.m. at Illahee Elementary School – Media, 19401 SE 1<sup>st</sup> Street, Camas, WA 98607.

### Adjournment

Todd moved to adjourn. Dale seconded the motion. No discussion. The motion passed unanimously. The Westridge Place Homeowners' Association's Board of Directors' meeting adjourned at 8:05 p.m.

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

Approved: \_\_\_\_\_ Date: November 19, 2009

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

*Signatures on File*