

**Westwood Towns HOA
Board Meeting Minutes
Oakton Library
10 July 2017**

Position	Name	Attendance
President	Sharon Fairbrother	Present
Vice President	Aziz Wakilpoor	Present
Treasurer / Secretary	Mike Murphy	Present
Member	John Tincoff	No Show
Member	Roger Morton	Arrived at 7:10
BCM	Terri Jenkins	Present

Call to order: 7:03 PM by Sharon Fairbrother.

Executive session for homeowner appeals: NA
Homeowner Open forum (§55-510): NA
Architecture report: NA
Treasurer's report: NA

Minutes of May 2017 were approved (3/0) (John and Roger absent)

Round Table Discussion

- Board members voted unanimously to make Aziz Vice President and Mike the Treasurer/Secretary.
- No meeting minutes from June due to lack of attendance. Aziz called ahead to say he would be absent, and John/Roger both no-showed.
- Discussed the cost of trash pickup increasing two times. This is because there was an increase in dump fees that affected all trash venders starting July 1, and the other increase was the yearly price increase.
- There were no new attorney invoices to discuss in July. This means that we are all caught up on outstanding cases. When there are no active cases then there are no attorney invoices to discuss.
- The Board discussed workman's comp for the community and the board voted against getting it (4/0).
- Road work
 - Contractor "Finley" said our roads should be sealed but there cannot be any driving on it for 24 hours.
 - Contractor "Brothers" proposed asphalt repair and crack seal. The asphalt repair requires removing a four inch depth of the existing asphalt for 70 square feet and then filling all cracks. Sharon motioned that we accept the Brothers proposal and it was voted FOR at 4/0.
- There is a homeless man repeatedly trespassing on our property. The community served the homeless man with a no trespassing letter on July 5. He has been back on the property since then and was arrested on July 7.

- An ARB letter was submitted to the board for a new deck. The drawings showed the deck to be 23 feet wide which exceeds the communities Architectural Guidelines. The plan was rejected and asked to resubmit with 22 foot deck width (max).
- A community member stated that there may be a home being used for Airbnb. Board members to see if they can find an advertisement for the home to verify the complaint.
- BCM contract signed and submitted for another year.

Actions:

- Board: Remove Roger from the Capital One 360 account.
- Board: John directed the board, via email, that he should be removed as acting Treasurer.
- BCM: Will ask the auditor about refunding the lawyer charge to 2016.
- BCM: For 2017, have any funds been reimbursed to the WTHOA due to collections?

Watch list

- 2017 legal-collection charges were determined to be \$315 and should be reflected in the next financials.

Board meeting adjourned at 8:04 PM

Next meetings: Next meeting scheduled for **8/14/2017** at Oakton library 9/11/17, 10/9/17, 11/13/17, and 12/11/17.