

**Westwood Landowners' Association
Board of Directors Meeting
April 11, 2019 Monthly Meeting Minutes
Magnolia, TX 77354**

Monthly Meeting: The Board of Directors of the Westwood Landowners' Association (WWLOA) convened in a meeting open to all Members of WWLOA at the WWLOA office at 7:00pm.

Board of Directors

Present: Pat Troy, President
Diana Maichetti, Treasurer
Mike Pidotella, Secretary

Quorum was present, 3/5

Absent: None

Open Positions: Vice President
Member-at-Large

Call to Order: President called the meeting to order at 7:08pm

- 1) The Board Members introduced themselves.
- 2) Consider and Approve Meeting Minutes:
 - a) The Secretary presented the minutes of February 14, 2019 Monthly Meeting for approval.
 - b) The Secretary presented the minutes of March 14, 2019 Quarterly Meeting for approval.
 - c) The Treasurer motioned to accept, the President 2nd. The motion passed unanimously. The minutes were approved.
- 3) Financial Report - The Treasurer:
 - a) The financial information for March is currently not available from the CPA.
 - b) For February:
 - i) As of 2/28/2019 \$302,455.85 in cash
 - ii) Total expenses for the month were \$28,130.59.
 - iii) Receivables went down to \$52,116.93.
 - (1) Part of this was due to finding and correcting a bookkeeping error from the past. An asset (one of the Reserves) was sold in 2015 and it was incorrectly put towards the receivables.
 - (2) A lot of the reduction in the receivables was attributed to the ongoing effort of the office staff to chase down accounts having a past due balance.
 - iv) The President and Treasurer both mentioned that the office continues to find past accounting/bookkeeping issues and work directly with the Treasurer to make the needed corrections. This continues to consume a lot of the office staff's time, but needs to be done.

- 4) Traffic Violations Report - The Secretary:
 - a) The number of warnings and citations issued by the constables, under contract, during traffic stops while patrolling Westwood from January 01, 2019 through February 28, 2019 was 118.
- 5) Report from Constables regarding events affecting Westwood:
 - a) Nothing new to report. Everything seems to be going good.
 - b) Remember spring is here. More people are out especially kids out playing so, be careful.
 - c) If Ladies leave their purse in their car, they should hide it from view and lock the doors.
- 6) Deed Restrictions Exploration Committee (DREC) Update – The Secretary:
 - a) DREC met for their regularly scheduled meeting on Tuesday, April 9th.
 - b) The plan, as outlined in the posted agenda, was to discuss the two proposed amendments for outbuildings. One that permits metal buildings and one that prohibits metal buildings.
 - c) At the start of the meeting, the co-chairs wanted to discuss the proposed amended Nuisance Article that was considered finalized at the previous meeting.
 - i) We spent a considerable amount of time discussing, again, the same concern the co-chairs expressed at the last meeting.
 - ii) Essentially had the same discussion as during the previous month with all of the same points being discussed once again. A vote was taken and the decision was to leave the amendment finalized as it was during the previous meeting.
 - d) The DREC then began reviewing the proposed amendments on outbuildings, starting with the version permitting metal buildings.
 - i) A number of good suggestions were made and revisions to the draft proposed amendment were performed during the discussion.
 - ii) We plan on continuing discussing the outbuilding proposed amendments during the next meeting.
 - iii) Members were asked to give some thought to how best to implement a maximum allowed building size and bring their ideas to the next meeting.
- 7) Old Business:
 - a) Status of Neighbor-2-Neighbor Committee – The President:
 - i) There is someone that has expressed interest and we will be reaching out to them for their ideas and to get this committee started.
 - ii) This is a committee that will need everybody’s involvement to some degree. We hope people will get to know their neighbors and find out if they have any needs that a committee like this could help with.
 - b) Open Board Positions – The President:
 - i) There are two people that want to talk with the board about the Member-at-Large position. The Member-at-Large is an open board position that is not up for election in June.
 - c) Open ACC Positions – The President:
 - i) There an open position on the ACC.
 - ii) The additional member will provide for a five member committee.
- 8) New Business:
 - a) Repairs to Plumbing Fixtures at the Pool Houses – The President:
 - i) Our pool houses need a lot of work. Getting quotes to:
 - (1) Remove all toilets and urinals

- (2) Open walls and remove all existing flush valves and install new water lines and new flush valves to correct the problem of water leaking inside the walls. New valves will be installed to allow access without the need to open walls.
 - (3) Install new toilets and urinals.
 - (4) Repair openings created in walls.
 - (5) Install backflow devices required by the water company at the water meters.
 - ii) Replace door and frame at the Nickaburr pool house pump room.
 - iii) Estimated cost for this is about \$22,350.
 - b) Status of Community Easter Egg Hunt – The President:
 - i) We have made multiple requests for volunteers, by email and Facebook posts, to help prepare for and conduct a community Easter Egg Hunt.
 - ii) Very few people offered to volunteer to help. Not enough for what is needed.
 - iii) It looks like we are not going to have one this year.
 - iv) The Secretary noted that a date was set for the last day to volunteer. This date was set as the last possible day that would still give us time to order everything needed and have signs made. That date has come and gone. An email is being prepared to announce there will not be a Community Easter Egg Hunt this year due to a lack of volunteers.
 - c) Return of the Westwood Newsletter – The Secretary:
 - i) Hopefully by now everyone received their copy of the March Newsletter.
 - ii) The March edition is the first attempt at putting a newsletter together by this board and the current office. A paper copy was mailed to all landowners. It was posted to the website as well.
 - iii) The plan is to issue them on a quarterly basis – March, June, September and December.
 - iv) To eliminate the cost of printing and mailing paper copies along with the significant amount of time to print, fold and stuff envelopes, future editions will only be posted to the website. This was stated in the March Newsletter.
 - v) The website will serve as a repository for past editions of the Newsletter making it convenient to go back and review a past edition.
 - vi) A community email will be sent notifying landowners when the new edition has been posted to the website.
 - vii) Anyone that does not have access to the website or simply would prefer a paper copy may get one at the office. The office staff will be happy to print a copy for those who come by and request one.
 - d) Official Westwood LOA Facebook Page – The Secretary:
 - i) In the transition from the previous board to this board and previous office staff to the current office staff, the control and administrative access to the Official Westwood Facebook page was not transferred. Resulting in the current board and office having no access to or control over the Official Westwood Facebook page.
 - ii) The office has been reaching out to Facebook over the past several months to have control and administrative access transferred back to only official Westwood LOA representatives. These efforts have been unsuccessful until a recent effort that involved a different approach pursued by the Board Treasurer which resulted in us being contacted and both control and administrative access returned to the Westwood LOA.
 - iii) The Official Westwood LOA Facebook page is now being updated on a regular basis to provide an additional means of communicating to our landowners.
- 9) Open Forum for those members signed-up to address the Board:
- a) Julie Vanderhorst

- i) The Drainage Committee is working with Sendera Ranch's POA Board President, Jennifer Eckhard on drainage issues impacting both communities. Jennifer Eckhard is requesting Westwood landowners that are impacted by poor drainage out of the back of section 4 into Sendera Ranch to contact the county with their concerns and to document it. They should state that Westwood has learned from Sendera Ranch that the County Engineers have recommended that the culverts under Ranch Lake Road need to be amended in order to improve the outflow for Westwood.
- ii) Document each call to the county and keep a log showing date, time and response. Send this information to the Westwood Drainage Committee.
- iii) The Secretary told Julie Vanderhorst that if she would write up something describing this drainage issue and what is needed from the Westwood landowners that he would send it out by email and have it posted on the website and Facebook.

b) Open Forum Session Completed

10) The President opened the meeting to any members having a question of comment:

- a) Barbara Middleton – Asked if the newsletter was necessary since we have the website. She asked if it was overkill.
 - i) The Secretary replied that we have had a lot of request to bring back the newsletter. While there is some redundancy between the two, the newsletter brings current, helpful and hopefully interesting information together into a single standalone form of communication. As opposed to going through the pages of the website for different types of information. It also serves as an additional way to get information to our community. The website serves as a place for people to go to for information on specific topics, a resource. The newsletter serves more as a convenient and hopefully interesting way to bring information to the community in a pleasant and fun to read format.
 - ii) The President reiterated that we brought it back because there have been a lot of request for it. Also we do want redundancy. We want to get information out to the landowners in as many different ways as we can. We are trying to reach everyone and be as open and transparent as we possibly can.
- b) Ann Miskimin – Stated a concern that some people don't have access to a computer so they will be missing the newsletter.
 - i) The Secretary replied that anyone can come to office and receive a printed copy. It was stated in the March edition of the newsletter that the office will be happy to print a copy for anyone that comes in and request one.
- c) James Gyorfi – Asked how we plan on preventing what happened with the loss of the control of the Facebook page from happening again.
 - i) The Treasurer replied that we are proposing putting requirements in the bylaws to govern things like passwords and this type of information to prevent it from happening again.
 - ii) The Secretary added that he now oversees a lot of the computer support for the WWLOA and found that the accounts and access information for things like the website maintenance and managing WWLOA email accounts was not documented. Now, all of this information is documented and located in a sealed envelope kept in a locked filing cabinet in the office. All board members are aware that it is kept there.
- d) Unidentified Member – Requested to have the pools kept open later in the season on the weekends by having a schedule where one pool is opened each weekend beyond the regular pool season and rotating the pools.

- i) The Secretary said we will look into it. However, based on our experience, something like this will result in complaints about why people have to go all the way over to the other side of the Westwood to use the pool. Their children are not able to get to the other side of 1488 to use the pool. All pools should be available to use so we don't have our children crossing 1488.
- ii) The President added that by the end of pool season, many pool monitors have lost interest in working. It gets tuff trying to find enough pool monitors to work.

11) The Treasurer made a motion to adjourn, the Secretary 2nd. The motioned passed unanimously. The President adjourned the meeting at 8:01pm.