

DRAFT Minutes of Meeting
Beverlywood West Board of Directors
March 2, 2004

The meeting was called to order at 7:06 p.m.

Directors and Officers Present:

Pete Tuccillo, President (PT)
Helen Seid, Vice President (HS)
Maria Fradella Stone, Vice President (MFS)
Sandra Heib, Secretary (SLH)
Jonas Fornander, Director (JF)
Emelie Gerard, Director (EG)
Richard Sharpe, Director (RS)
Robert Mullens, Co-Treasurer
Robin Mehrwald, Assistant Secretary (RAM)

Directors and Officers Absent:

Barry Stone, Co-Treasurer

The meeting was opened for questions and discussion from the gallery.

The birds are back, nesting under eaves. Unit 9E reported a broken gutter (will be fixed). Bees are reported at Units 11E, 9D, 9E, and 9F (we have a contract with All Valley Honey & Bee; homeowners to contact Horizon to have bees removed). There was a question about so-called non-conforming interior fence colors (this will be added to the next agenda). It was reported by SLH that flashing had come loose, posing a danger, on the roofs of Units 27F and 27G on February 28, that Horizon and roofers (numbers provided by Helen Seid) had not returned calls (as of March 2), and that roofing nails had been provided by Malcolm Heib to RS who nailed the flashing down. A homeowner requested that the Board investigate new fences made of a composite product that does not need painting and will not attract termites, with the possibility of some homeowners willing to contribute to the replacement. This was tabled for discussion until an estimate can be determined. A homeowner requested that the issue of solar heating for individual homeowners be added to the next agenda.

SLH requested that the issue of window replacement be returned to the Architectural Committee for reconsideration. She also presented to the Board copies of a letter from the Segal Insurance Agency confirming insurance coverage for Directors, appointed officers, and Committee chairpersons and members. EG requested that SLH obtain from the insurance agency a report on insurance losses and premiums paid for the last five years in order for the Board to review such losses and determine whether mitigation was required to avoid future losses and whether the premiums are appropriate for the coverage.

There was no presentation regarding sewers. Robert Mullens reported the currently planned work needs to be done. On a motion by SLH, seconded by RS, and passed unanimously, work will go ahead as planned under the existing contract. PT will investigate what is required to bring the manhole at the end of Building 16 up to grade.

The Minutes of the meeting of January 20, 2004, were accepted upon motion by RS, seconded by MFS, with the issue of reimbursement of the owners in Building 27 for rat eradication to be reconsidered. The Minutes of the meeting of February 17, 20204, were accepted upon motion by MFS, seconded by EG, with the addition of discussion from the floor about Unit numbers on garage doors. It was also requested that the Minutes be printed in larger type.

The financial statement dated January 2004, provided to the Board by Horizon, had a question raised by Malcolm Heib about the payments to JFP Painting possibly being too high according to the

copy of the contract he was given for his assistance in supervision of the painters. This will be investigated as there may have been amendments to the contract.

PT reported he had made a walk-through with the painting contractor on the buildings already completed or almost completed and has prepared a punch-list of work not done.

The Board apologized to Robert Mullens because they misunderstood and appointed him as Co-Treasurer when he intended only to assist with the transition. As Barry Stone is in the middle of tax season, it was suggested we need a Treasurer who has a background in finance. After discussion of Karen Maggio's background, a degree in accounting and employment as the Deputy City Treasurer of Culver City, it was moved by SLH, seconded by RS, and voted unanimously, that she be appointed as Treasurer. Mrs. Maggio accepted.

Old Business:

The search for a new management company is continuing with proposals from 15 companies having been reviewed and appointments for interviews having been set with three companies: Alden, Top Notch, and Ross Morgan.

It was discussed that appointments need to be made with homeowners who have atria for inspection and estimate for painting if required. The estimate will be made on a case-by-case basis as a definition of an atrium needs to be made, especially determining if the atrium walls are exterior or interior. It was decided the Board will need legal advice on this issue. PT will ask the painting contractor to determine the number of atria that are open to the elements.

EG reported she had a roof leak that was repaired but caused interior damage. She will obtain professional advice to determine the extent of the damage and cost for repairs. Further discussion on other roof leaks was tabled until more information can be obtained.

Unit numbers on garage doors, balcony cracks, concrete cracks, birds nesting under eaves, status of rat eradication, and organization of committees were tabled until further information is obtained.

The possibility of a potluck was referred to the CIAO committee for handling.

The issues of organization of committees and determination of Board liaisons to the committees were tabled as the committees are still being formed. Instructions to the committees from the Board regarding regular meetings, notices to homeowners of meetings, meeting minutes, etc., were tabled for the same reason.

New Business:

The Landscape Committee will determine a test area in the complex for removal of ivy and installation of other plant material.

It was reported by RS that there is mold on the exterior of Building 21. Upon motion by MFS, seconded by SLH, the Board will obtain expert advice on this matter. EG volunteered to find such an expert, gratis if possible.

SLH was requested to write a letter to a homeowner requesting a report on the termite damage the homeowner reported by letter.

Flo at Horizon will be e-mailed by SLH requesting the number of boxes of HOA records and the cost for delivering them to the Board. RS and PT will determine what is required to prepare storage for the boxes.

Dates for a night walk-through and a day walk-through were tabled until the hiring of a new management company so they can participate and make suggestions. Items to be noted during the walk-through include, but are not limited to, mold, concrete cracks, driveway cracks, railings, and nesting birds.

As there are currently no Minute Books for the HOA, SLH will obtain 3-ring binders for this purpose.

HS reported that Culver City Sanitation will do a bulk pickup of trash on April 22, 2004. It will be determined and reported to homeowners by flyer what the limit is for size and quantity.

Upon motion by HS, seconded by JF, with SLH recusing herself, the Board approved reimbursement of the homeowners in Building 27 for rat eradication. SLH will obtain the information required for this purpose.

Circulation to homeowners of the Board contact list was tabled as the list needs updating.

The BWW Directory, newsletter and website were also tabled as these items are still in preparation and/or investigation.

The next meeting of the Board will be held on March 16, 2004, at 7 p.m. in the Party Room.

The meeting adjourned at 9:40 p.m.

IF ANYONE HAS TERMITES, THEY ARE REQUESTED BY THE BOARD TO CALL CHEM FREE AS 800/300-7283 AS THE COMPLEX IS STILL UNDER CONTRACT FOR TERMITE EXTERMINATION.

Respectfully submitted,

Sandra Heib, Secretary