

DRAFT Minutes of Meeting
Beverlywood West Board of Directors
May 25, 2004

Directors and Officers Present:

Pete Tuccillo, President (PT)
Maria Fradella Stone, Vice President (MFS)
Richard Sharpe, Director (RS)
Karen Maggio, Treasurer (KM)
Sandra Heib, Secretary

Directors and Officers Absent:

Helen Seid, Vice President
Emelie Gerard, Director (EG)

Also present:

John Fetters, Alden Management Group
Richard Seeker, Alden Management Group-CFO

The meeting was called to order at 7:04 p.m. by PT.

The meeting commenced with the open forum in which Sandy Heib recounted a recent call she received during a weekend regarding a leaking faucet and was unclear as to who should be notified to dispatch a contractor in such a situation. PT stated that all such calls should be forwarded to John Fetters of Alden Management via phone or pager.

Terry Ellen Shenkman, resident of 14F, requested from the Board the forms for the replacement of windows in her home. Terry was informed that the forms would be developed for distribution during the early portion of June.

Judy Alter, resident of 22D, inquired who on the Board is the current liaison between the community and Culver City to voice concern regarding the recent Environmental Impact Report impacting Beverlywood West. Karen Maggio informed Ms. Alter that although there was not a specific individual designated as a city liaison, as an employee of the city, she is aware of and able to assist residents in securing information regarding city projects that may impact the community. Maria Stone asked if Ms. Alter would like to be a community representative to the city, which Ms. Alter accepted.

Upon no further questions or comments from the floor, the open forum was concluded.

The executive business for Beverlywood West commenced with a motion to approve the minutes from the May 11, 2004 meeting from DS, seconded by KM and unanimously approved.

The review and approval of the April minutes was tabled pending the summary report from Rick Seeker, CFO of Alden Management Group. Mr. Seeker informed the Board and attending members that the overall month-to-month operations for the community appeared quite sound and suggested that the primary focus of the community should be to increase the current level of reserve funding. Mr. Seeker summarized the basic components and purpose of reserve funds and explained that the community, after repainting of the exterior surfaces, the 2003 reserve study had projected a 39% funding of reserves. Mr. Seeker emphasized his belief that greater effort should be directed toward increasing reserve funding.

Mr. Robert Mullens, former Treasurer for Beverlywood West, suggested that Beverlywood West had functioned effectively at the current reserve funding level and that the best service that Alden Management Group could provide would be various funding plans to achieve 50%, 75% & 100% reserve

funding and exactly how that could be achieved over a period of 5 or 10 years. The Board voiced their agreement with Mr. Mullens and requested Mr. Seeker to develop various funding plans.

Upon motion from DS, seconded by KM, the April financials were unanimously approved.

Upon motion from PT, seconded by DS, the issue of Pest Control was opened for discussion. The Board concluded that a specific summary of duties to be performed by the bidding contractors was lacking in their proposals and requested that Mr. Fetters request a specific breakdown of what duties would be performed upon each visit to Beverlywood West. Additionally, the Board requested that Mr. Fetters follow up on the matter of bee removal for unit 9C and rat removal for building 19.

Upon motion from PT, seconded by DS, the matter of selecting a pest control company was tabled until the next meeting.

Upon motion from PT, seconded by SH, the matter of responsibility for the painting of Atriums was opened for discussion. DS acknowledged the position presented by Ms. Ingrid Day as well as the decision by the previous Board and presented his opinion that Sections 1A & 2A of Article VII of the governing documents are mutually exclusive and the responsibility for the painting of the atriums must be that of the individual homeowners and not that of the HOA.

SH provided a summary of Civil Code Section 1364, which described such components as atriums as an “exclusive use” area ultimately an owners maintenance responsibility item.

Upon suggestion by PT to have a legal opinion letter drafted on the matter a motion was made by SH to secure a legal opinion on atrium responsibility, which was not seconded and subsequently withdrawn.

Upon motion by DS, seconded by SH, the Board unanimously concluded that the responsibility of atrium maintenance is that of individual owners. The Board agreed that SH would draft a letter to residents clarifying the Board’s position.

Committee Reports:

Landscape Committee: DS informed the attending members and Board that meetings with contractors would occur at 7:30AM and 4:30PM the following day. Once proposals were received from the bidding contractors a meeting of the landscape committee would be called.

Rules Committee: The rules committee had determined to meet on 6-1-04.

Address Committee: No current update.

Directory Committee: It was reported that Bernie Roswig was attempting to open the files on the disc and that Yvette would be lending her assistance to the efforts.

CIAO Committee: MS reported that a July 4th party was being considered and a request of not more than \$150.00 was requested from the HOA for supplies, food and beverages. Upon motion from SH, seconded by DS the motion for financial assistance was approved.

Architectural Committee: A meeting had been called for 6-2-04.

Old Business:

None.

New Business:

The Board of Directors reviewed concerns expressed by homeowners regarding current practices of the landscape contractor and agreed that improvement would be requested of the landscape contractor on issues of noise from blowers and use of trash bags until a revised scope of work and conduct could be approved. DS clarified for the Board and Mr. Fetters that the trash cans being left by unit 14G after pick up are left by the janitorial crew and not by the landscapers.

Upon motion by SH, seconded by KM, the Board unanimously agreed to reimburse MS the approximate \$100.00 cost of replacing her sunglasses, which were destroyed when she took a fall during the final paint walkthrough. The tripping hazard, in the alley between buildings 22 and 23, was noted and Alden Management would recommend alternatives to correct this unsafe condition.

The Board agreed to consider the cost difference between re-strapping pool furniture and replacing the furniture as a majority of the furniture components had reached the conclusion of their useful lives.

The Board also requested that Mr. Fetters look into the cost to replace the blue windscreen with a green one to better match the new color palate of the community.

The issue of a reserve study update was tabled until August 2004.

Judy Alter requested that the Board look into solar energy, wind energy and developing a compost bin as alternates for saving money within the community. The Board informed Ms. Alter that any information she would like to present to the Board on such matters would be considered.

The Executive business adjourned at approximately 10:30 p.m.

The next Board meeting will be held on June 15, 2004, at 7 p.m., in the Party Room.

Respectfully submitted,

Sandra Heib
Secretary