

DRAFT Minutes of Meeting
Beverlywood West Board of Directors
August 24, 2004

Directors and Officers Present:

Pete Tuccillo, President (PT)
Maria Fradella Stone, Vice President (MFS)
Emelie Gerard, Director (EG)
Richard Sharpe, Director (RS)
Helen Seid, Vice President (HS)
Sandra Heib, Secretary (SH)
Karen Maggio, Director (KM)

Directors and Officers Absent:

Also present:

John Fetters, Alden Management Group (JF)

The meeting was called to order at 7:00 p.m. by PT.

Open Forum: The Board of Directors listened to a presentation regarding the proposed development of local wetlands and the potential impact upon the Culver City area as it pertains to environmental concerns such as urban run-off, water pollution, and increased traffic via the utilization of residential streets as arterial traffic routes. In conclusion, the presentation sought to inform the Board and request the community's support to place the development of Phase II on hold until the development of Phase I could be constructed and the environmental impact thoroughly analyzed before construction of Phase II would begin.

Mr. Bob Steinberg, resident of 26-B, submitted a request for reimbursement for the refrigerator placed in the "card room" of the community building. Mr. Steinberg also cited the apparent abuse of garage door policy by some residents within the community as more and more garage doors are being left open during the afternoon. Mr. Steinberg suggested that the leaving of garage doors open for loading and unloading **only** be clarified for the community.

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Mr. Ron Finney, resident of 18-C, inquired as to what was currently happening with the cleaning of the main sewer lines within the community? PT inform Mr. Finney and the attending members that the issue of sewers was a priority for the Board and that efforts were currently underway to develop a map of all clean-outs as well as develop a schedule for regular cleaning.

Mr. Fausto Hurtado, resident of 24-H, attended the meeting to gain the approval of the Board to install a new HVAC unit on the roof above his residence. PT informed Mr. Hurtado that the installation would be permissible provided that the association was provided a copy of the permit from Culver City and that he understood that any damage resulting from the installation to the roof would be his responsibility. Mr. Hurtado acknowledged the requirements and also mentioned that the roofs should be cleared of leaves and debris that had accumulated during the year.

Business: Upon motion by HS and seconded by DS the minutes from July 27, 2004 were approved.

KM informed The Board that the financials were not delivered in the appropriate amount of time to be thoroughly reviewed. Upon motion from DS and seconded by SH the review of the financials for July would be tabled until next meeting.

Committee Reports:

Landscape Committee: Mr. Fetters informed the Board that Valley Crest landscaping would be unable to reduce their proposed contract price to a level that would be compatible with the association's current budget. Upon further discussion it was determined that the scope of service reflected in Valley Crest's price was not due to their including irrigation repairs in that price rather their basic contract price was higher than the other contractors.

Rules Committee: DS informed the Board that the rules had been redone and were ready to be distributed to the homeowners. Upon motion from SH and seconded by DS the rules would be distributed after convening a special meeting of the rules committee. It was noted for the record that the special meeting was opposed by two members of the Board.

Architectural Committee: SH indicated that she was unable to confirm whether or not permits were required by Culver City in the replacement of doors and windows. KM indicated that a permit would be required and she would correct the origin of confusion from the City.

Address Committee: No current update.

Directory Committee: No current update.

CIAO Committee: No current update.

Tech Committee: EG presented the bill for the new computer to be processed for payment.

City Liaison Committee: No current update.

Management Committee: One proposal had been received for the replacement of Alden Management Group and letters had been sent out informing management companies that BWW was currently looking for a management company.

Management Report:

Mr. Fetters informed the Board that installing an "insta-hot" water heater in the community room of commercial size would require an additional source of power that would at least double the cost of installing a conventional gas heater. Upon motion by HS and seconded by PT, the Board unanimously agreed to have a gas heater installed in the community building.

The Board requested that JF contact sundown lighting to have areas that were possible trip hazards to be illuminated immediately while the other proposed lighting improvements would take place over a six month period. The Board also requested that JF provide samples of more "updated or current" light fixture styles for the next meeting.

Upon motion from SH and seconded by DS, Pest Options was approved as BWB's new pest control and termite control company. KM asked that JF have Pest Options inspect her building for possible bee hives.

Old Business:

PT informed the board there was a sewer backup at building 23 on Saturday. PT informed the Board that there was a serious problem with identifying the location of sewer clean outs for the buildings and that funds would need to be spent in conducting a camera search of the lines to find clean out locations before the sewer laterials could be cleaned. Upon motion by PT and seconded by SH the installation of a clean out for building 23 was approved and Alden would obtain bids to clean sewer laterials and install cleanouts.

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Upon motion by PT and seconded by SH, the proposal from RSI to conduct a current reserve study was approved.

PT informed the Board that the plan to scan building plans for BWB had been put on hold due to the fact that upon review the plans, no valuable information had been found.

New Business:

The Board opened discussion on whether or not the list serve should be considered for removal due to the fact that it was being used in a negative manner. Three members were in favor of terminating the list serve while three members were against its termination and one member abstained.

KM informed the Board that based upon city meetings regarding possible terrorist activity at LAX, all residents should stock food and water in the same manner they would for an earthquake.

DS announced that the rules committee would meet on the approaching Thursday at 7PM.

HS presented a summary regarding the three potential options for the local fire station. HS also indicated that a second bid would be required to get blinds for the community room. MS indicated that she would get the second bid. In conclusion HS requested that re-typing of the C, C & R's be considered as the current document is unorganized and difficult to follow.

The Board agreed that in all future escrow documents, there must be a statement included informing the buyer that replacement keys for the community room are \$225.00 to replace and that they need to get them from the seller of the unit.

Upon further discussion regarding the request by Mr. Steinberg to be reimbursed by the HOA for the refrigerator in the card room, the Board voted five in favor and one abstained that the refrigerator could be left in the card room but that their would not be any reimbursement for the expense and that BWB would only clean the refrigerator. Furthermore, the Board concluded that the card room could not be locked and no alcoholic beverages could be stored in the refrigerator.

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Upon motion by DS and seconded by KM, CAM services was approved to replace the current janitorial company servicing the community.

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

The next Board meeting will be held on September 28, 2004, at 7 p.m., in the Party Room.

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Respectfully submitted,

Sandra Heib
Secretary