

**Beverlywood West Board of Directors**  
**May 16 2006**  
**Draft Minutes**

**Directors and Officers Present:**

Michael Gotz, Vice President (MG)  
Gerry Stern, Vice President (GS)  
Robert Mullens, Treasurer (RM)  
John Beard, Secretary (JB)  
Roseanne Feild (RF)

**Members absent:**

Helen Seid, President  
Robert Steinberg, Director

**Also Present:**

Yvette Stern, 16A, Anne Brand 18B, Irene Williams 19G, Diane & Irv Maltzman 22B,  
Tim & Marybeth Edwards 20D and Kathleen Norman, Classic Property Management  
(KN).

**The meeting was called to order at 7:10 PM.**

**Discussion from the Floor:**

Homeowners from Unit 20D came to discuss the need for tree trimming. Also wanted to discuss the installation of a radio antenna that was discussed at the previous meeting on 4-25-06.

**Agenda:**

Amendments to the Agenda:

Under Committee reports adding Maintenance Committee Report. Under New Business: adding re-roof proposals and slurry update.

Motion to Adopt the Agenda was submitted by RF and seconded by MG with amendments. Motion carried.

**Minutes:**

Motion was made to approve the minutes for April 25, 2006 was made by RM and seconded by GS as submitted. Motion carried.

**Financial Statement:**

BWW total assets as of the end of April were \$355,721 as compared to \$344,997 at the end of March and that there were no reserve expenditures during April. RM reported that the association is over budget on termite inspection and bee hive treatments and removals. RM also reported there are still 2 homeowners that are delinquent in their association dues.

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Motion to adopt the Financials as submitted was made by RM, seconded by MG. Motion carried.

**Committee Reports:**

**CIAO:** Anne Brand 18B presented to the Board of Directors for approval a welcome letter to be sent out to new homeowners with amendments. Finalized version will be presented at the next meeting for board approval. Anne Brand presented a Fourth of July flyer. The Board reviewed and discussed. Motion to approve was made by MG and seconded by RF. Motion carried.

**Rules Committee Report:** Michael Gotz gave a report on the procedures for amending the Rules and Regulations and abiding by the Davis sterling Act.

The following is a clarification of the BWW volunteer committees related to rules and procedures:

**Rules Committee:** reviews current rules, suggests new rules, suggests revision or deletion of current rules, sends their suggestions to the Board for review and decision.

**Security Committee:** reviews allegations of rule violations, holds hearings on alleged violations with homeowners present, and makes recommendations for fines and/or warnings to the Board for final decision...

**Legal Review Committee:** reviews all rules, regulations, CC&Rs, and bylaws with respect to compliance with California laws respecting Homeowner Associations, reviews new rules proposals for legal compliance, and sets procedures for rule changes and Board elections to ensure full compliance with Davis Sterling Act.

Any homeowner may volunteer his time and expertise to serve on these, as on all, BWW committees.

**Maintenance Committee Report:** Roseanne Field gave a maintenance committee report on the 2 outdoor clocks to be purchased for the pool area. The maintenance committee will come up with specs to be used for contractors to follow. They will be investigating rain gutter replacement in the future. The committee will also be reporting back to the Board of Directors on whether the solar panel repairs for over the recreation room should move forward.

**Manager Report:** Kathleen reviewed action items with the Board of Directors.

Action Items: Wood replacement project is 50% complete and is ongoing at this time. Contacted Ramco Electric for a proposal for a monthly light check & repairs. Unit 17A

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reported a roof leak, dispatched roofer for the repair. Bee hive removals at buildings 6,8,9.

**New Business:** Motion was made by MG & seconded by RF to send the **pool hours** rules change letter with amendments out to the homeowners. Motion carried.

Kathleen was requested to ask Area Maintenance for a proposal for monthly maintenance of the tot lot.

Motion was made by RM & seconded by GS to accept Rancho Landscape Tree Trimming proposal in the amount of \$15,384.00. Motion Carried.

Motion was made by RM & seconded by RF to allocate \$5,500.00 to the Landscape Committee to work with on flower and plant improvements for this year.

Motion was made by RF & seconded by MG to accept the proposal from Ramco Electric for a monthly light check and lighting repairs.

Kathleen will be requesting 3 vendors to provide re-roof bids for 3 more buildings:

Adjourned the meeting at 10:15

The next meeting is Tuesday June 20, 2006.

Submitted by Kathleen Norman