

Beverlywood West Homeowners Association  
Board of Directors Regular Session  
March 21, 2006  
MINUTES

**Officers and Directors Present:**

Helen Seid, President (HS)  
Michael Gotz, Vice President (MG)  
Gerry Stern, Vice President (GS)  
Robert Mullens, Treasurer (RM)  
John Beard (JB)  
Rosanne Feild (RF)  
Robert Steinberg (RS)

**Also Present:**

Kathleen Norman, Classic Property Management (KN).

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

**Discussion from the floor:**

1. Miles Yoshioka (9A) reported that certain trees near 8A need trimming because leaves are falling in patio and they overhang in the alley. GS responded that the Landscape Committee will investigate and report back to him.

2. Carol Greenstein (19H) asked when the results of the homeowners survey will be published. HS responded that the committees are still forming and have not reported the results to the Board. MG responded that the survey was not election, but for gathering input to the Board.

3. Patti Krause (5A) reported that the graffiti on a wall near 5A has been reported to the City, and that City said that there has been an upsurge on graffiti. The CCPD will increase patrols. The incident report number is 061455.

**Tribute to Jeremiah Morris (27D):** HS noted that the Los Angeles Times printed a special obituary notice for Mr. Morris and recalled some of the highlights of his life as a Culver City and BWW resident, including his donation of potted plants in the pool area and working on the improvements of the Sequoia Grove. Our condolences were extended to his wife, Kate and his beloved puppies Daisy and Wolfgang.

**Agenda:** Revised to have the Executive Session prior to the regular meeting.

**Approval of minutes:**

1. Minutes of the January meeting were approved as amended.
2. Minutes of the February Annual Meeting will not be approved until the next Annual Meeting in February 2007.

Approved 4/18/06

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**Financial Report:**

RM presented highlights of the financial report for February provided by KN. As of February 28, assets are \$287, 392, the lowest since 1998. This is at the low end of the 30 to 50 per cent of reserves needed, as recommended by management companies. This is because \$51,363 was pre-paid for earthquake insurance in December and a down payment of more than \$22,000 was made on the regular property insurance (liability insurance for the common area). RM advised the Board that it should set maintenance and repair priorities and project expenses for them for the next few years.

**Committee Reports:**

1. CIAO Committee: Anne Brand (18B) reported that former Social Committee had a budget, the current committee does not, and that the committee will present a budget proposal to the Board next month. She asked if there would be any problem with the committee organizing a bazaar to make money for the committee, open exclusively for BWW residents. The Board agreed to allow such a bazaar.

2. Technology Committee: Joel Forman (9G) reported that to continue to reserve the BWWest.org domain will cost about \$7, and that someone is needed to complete the web page. MG said that he would talk with Pete Tucillo about completing the web page, and that the committee will meet again April 2.

3. Ad Hoc Committee: NERT (Neighborhood Emergency Response Team) HS reported that there is a definite emergency plan for BWW. The committee could be better prepared if the Owners and Residents directory was updated so that they could make personal contact with each unit.

4. Security and Rules Committee: RS reported that this committee includes HS, Yvette Stern, Nancy Burge-Honigs, and Carol Greenstein.

5. Newsletter Committee: No report. MG requested anyone who has any ideas for the newsletter to contact him by email.

6. Directory Committee: HS reported that to update the Owners and Residents Directory will cost about \$300. After discussing the idea of including paid advertisement to offset the cost of the new directory, RS moved to offer residents and owners, only, the opportunity to place ads the size of business cards inside the cover for \$25 each. Motion passed. HS said she would report the decision to the committee. The Board agreed to authorize up to \$500 to produce the new directory, the cost of which is to be offset in part by the sale of the ads.

7. Name Change Committee: No report.

8. Architecture Committee: HS requested the Board to consider allowing her and her husband, Gerry Feldstein, to install a 20 foot radio antenna, in their atrium, that would enable them to operate a shortwave radio for communication from BWW to outside agencies during emergencies when telephones and cell phone communications may be inoperable. After some discussion by the board it was suggested that she bring more specific information to the next Board meeting including any

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communication from the Fire Department concerning the need for placement of the antenna in her residence as opposed to allowing other homeowners the same privilege.

9. Maintenance Committee: No report. RF said that this committee will meet within two weeks and bring a report with priorities of issues requiring attention.

10. Landscape Committee: Yvette Stern (16A) presented proposals for work to be performed by Rancho California Landscaping. MG moved that no commitment be made until after the committee presents a list of all work needed, with priorities and cost estimates. The Board asked that the committee provide such a list to KN for the next meeting.

**Manager's Report** (in addition to details provided in the Board packet):

1. Solar panels on the roof of the party room have been disconnected and moved to facilitate roof repair. A report on party room roofing will be provided at the next meeting.

2. Wood replacement: KN need Board approval to complete more roof replacements. (Topic tabled for discussion of priorities.)

**Old Business:**

1. Pool hours

MG moved to establish the following hours for using the swimming pools:

Monday through Friday: 7:30 a.m. – 9:00 a.m. quiet lap swimming

9:00 a.m. – 10:00 p.m., general use

Weekends and Holidays: 8:00 a.m. – 9:00 a.m. quiet lap swimming

9:00 a.m. – 10:00 p.m., general use

Paul Vinnicof (19H) spoke in favor of the quiet lap swimming time on his own behalf. GS moved that the motion by MG be tabled until it can be discussed with homeowners at the next meeting, the Board instruct KN to mail a letter to homeowners informing them that the issue will be discussed and decided at the next Board meeting, and that a questionnaire be included with the letter to gather information needed for updating the Residents and Owners Directory. Motion carried.

2. Maintenance/repair priorities were set, not in specific order, as follows:

- a. Re roof 4-5 buildings (ongoing at \$15-28,000/year for five years) \$75,000-90,000
- b. Improve landscaping and irrigation (ongoing) \$75,000
- c. Recreation building improvements (on going) \$10,000-15,000
- d. Termite inspection and repairs (ongoing) Budgeted at \$12,000 for 2006
- e. Tree trimming Budgeted at \$13,200 for 2006

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f. Wood repairs	\$10,000-15,000 for 2006
g. Remedial lighting	\$5,000-10,000 for 2006
h. Tennis court repairs	\$5,000 for 2007
i. Concrete and other repairs as needed	\$25,000 (estimate)
j. Address change	\$10,000 for 2007

**New Business:**

1. Security uniforms: Board approved up to \$225 for replacement uniforms for the security guards.

2. Vacuum cleaner for party room: Board approved up to \$150 for a new vacuum cleaner.

3. Area Maintenance proposal for paint touchup of the recreation room: Board approved \$475.

4. Solar panels: Tabled to the next meeting.

5. Avalon Roofing proposal for repairing roof over ping-pong room: Board approved \$5,400 for repair.

6. Rancho California Landscaping

a. Proposals approved by the Board:

(1) Irrigation Main Line Leak – 26E: \$495.73

(2) Replacement of valves for planters between buildings 6 and 7: \$415.

b. Ground property inspection report: The Board needs price estimates from the Landscaping committee

c. Pyrus Kawakami Tree Spray: The Board requested that the Landscaping committee investigate further.

7. Proposals by Action Duct: RS will draft a letter to homeowners to advise them of the importance of having their dryer ducts cleaned and to assess their interest in having their dryer ducts cleaned at a reduced group rate by Action Duct Cleaning Company.

8. RS called attention to the need to replace certain parking signs around the complex. The matter will be referred to Security Committee for action.

**Adjournment:** The meeting was adjourned at 10:30 p.m.

John Beard, Secretary  
Approved April 18, 2006