

**Beverlywood West Homeowners Association
Board of Directors Meeting
October 17, 2006
Approved**

Officers and Directors Present:

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

Others Present:

Meera Ailawadhi, 13A	Carol Greenstein, 19H
Anne Brand, 18B	Craig Pause, 7C
Aaron Barnhardt, 25B	Ilbert Phillips, 19A
Qing Chen, 16F	Yvette Stern, 16A
Olga Duchemin, 20G	Stephen Stuart, 11F
Lara Embry, 17B	Kathleen Norman, Classic Property Management (KN).

I. The meeting was called to order at 7:05 p.m.

II. Discussion from the Floor:

Meera Ailawadhi requested permission to install a new outside air conditioning unit in a location different from where the old one was because the new one is larger and smaller units are not available. RF said that she has examined the area and determined that placing the new unit in the area requested by Ms. Ailawadhi would not cause any problem.

Qing Chen said that he has had many problems with termites during the past eight years, mostly of recent. While removing old roofing material last month, the roofers revealed major termite infestation around the skylights. Mr. Chen provided photographs of the infestation.

Aaron Barnhardt expressed his opposition to treating the termite infestations by fumigating because, he said, the gas is toxic and harmful to humans and animals. Mr. Barnhardt recommended using the orange oil injection method, which is non-toxic to humans and animals, longer lasting than tenting, and does not require residents to vacate their homes for a few days. He also provided Board members with copies of documents containing information about the dangers of the “tenting” fumigation method and the advantages of the “orange oil process.”

Carol Greenstein stated that she favors prohibiting dogs from lot 5 because she sees it as a health issue.

Stephen Stuart said that he supports the initiative to treat for termites and wants the most effective method to be used.

Olga Duchemin spoke of four issues: (a) There is often dog waste in the driveway behind building 20, which faces lot 5, and other areas nearby. (b) The party room is stuffy when she

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opens it. (c) She would like the party room to be open later than 11:45 p.m. (d) She said that she objected to the guard asking her party to be quiet while using the pool. Regarding party room hours, HS explained that the party room closes at 11:45 because the guard leaves at midnight, and that if anyone wants to use the party room beyond 11:45 p.m. and is willing to pay overtime for a guard, she should submit a request to the Board in advance. RS stated that he would be reluctant to approve extending hours because of the detrimental effect an extended party would have on other homeowners.

III. Agenda:

The following changes were suggested:

- A. Add "Bulky Items Pickup" to the Maintenance item.
- B. Add "Lot 5 Dog Problem" to the Rules and Judiciary item.
- C. Move item **V. Finance: Draft Budget for 2007** to follow item **X. Social CIAO**.
- D. Add "Holy Cross Repairs" to the Landscaping item.
- E. Add "Request to approve relocating A/C unit of unit 13A to specified area" to Landscaping item.
- F. Add "Termite Inspections Not Done" to Maintenance item.

Motion (RS, GS): Adopt agenda with suggested changes. Approved.

IV. Approval of August Minutes:

JB identified the following errors:

Discussion from the Floor:

"Gary Steed ~~reported~~ asked..."

"Stephen Stuart...three times **a** week..." (Add "a")

"Vicki Wu... ~~RM~~ **HS** responded..."

Finance:

"GS presented **a** narrative..."

RM suggested adding to Discussion from the Floor that he responded to Vicki Wu by saying that he would encourage dog owners to use other than grassy areas for their dogs.

Motion (GS, RF): Approve the minutes of the September meeting with the corrections and suggested change shown above. Approved.

V. Monthly Financial Statement:

RM reviewed the financial reports included in the Board packet and reported that assets at the end of September totaled \$405,047. Reserve expenses to date this year total \$135,071 against reserve contributions to date of \$148,581. Reserve expenses to date have included 8,400 for irrigation, 14,834 for wood repairs, and 111,837 for re-roofing five buildings, including the recreation room.

RM reported that only two homeowners' dues payments are in arrears.

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Motion (GS, MG): Approve the October financial report. Approved.

VI. Landscaping

A. Rancho Landscape: KN reported that she walked through the complex with Mark Bradley, the new operations manager of Rancho California Landscaping, to understand their original \$30,000 estimate for the first of three stages of irrigation system replacement. After reviewing and discussing the details, Rancho was able to reduce the estimate to \$20,218.19. Rancho's quote for wire tracking (for the irrigation controls) is \$800 per building. The estimate for the 2008 stage is expected to be \$16,000 to \$17,000.

B. Holy Cross Repairs: KN reported that Rancho had estimated the cost to repair damage caused by a tree branch falling from Holy Cross Cemetery at \$1,680, but Holy Cross staff made the repairs, which included removal of the damaged Oleander bush and replacement with another, more suitable shrub. The bill to be sent to Holy Cross will be adjusted to \$400 to \$500.

C. Motion (RS, RM): Approve homeowner's request to install a new air conditioning unit outside of building 13A, as approved by Landscaping/Architecture Committee. Homeowner shall assume all costs of installation, including landscaping needed to conceal air conditioning unit. Approved.

VII. Maintenance

A. Termite Fumigation Proposals: KN presented proposals from three companies for fumigation of buildings 11, 25, and 26. Board members and homeowners in attendance discussed the pros and cons of various methods of termite treatment available. Aaron Barnhardt said that he would arrange to have a representative of Jeff Hiatt, Inc., a company that specializes in orange oil treatment, to inspect the complex and report his findings and recommendations to the Board as soon as possible.

Motion (RF, GS): Before deciding on any proposals, have a special homeowners meeting on November 14 at which representatives of three termite control companies will present information and field questions about their respective approaches to termite control, as well as costs, warranties, and other related aspects of treatment. Approved.

B. Pool Re-Plastering: KN presented two bids for re-plastering both swimming pools and said that the project would require closing the pools for at least seven days. The Board reviewed and discussed proposals from Kerber Brothers, Inc. and Superior Pools, Inc.

Motion (RS, RF): Contract with Kerber Brothers, Inc., to re-plaster both pools and install handrails at the three steps. Approved.

C. Termite Inspections Not Completed: KN reported that the owners of the following units have not responded to telephone, email, and postcard messages from Pest Options, notifying them that they need to contact Pest Options for termite inspections of their units: 7B,

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8A, 10D, 11A, 11C, 12A, 12C, 14E, 14F, 14G, 15D, 16D, 17D, 18B, 18D, 18F, 19C, 19D, 20B, 20C, 20D, 20F, 20I, 23F, 23G, 24B, 24F, 25D, 28B, and 28C. KN said that she would send letters to the owners of these units.

D. Bulky Items Pickup: RF reported that BWW is scheduled by Culver City for bulky items pickup the third Thursday of April and October each year, and that she will prepare a flyer to notify all homeowners of the next scheduled bulky items pickup October 26.

VIII. Rules & Judiciary:

A. Election Procedures: Ilbert Phillips and Carol Greenstein presented and explained new election procedures proposed by the Rules & Judiciary Committee to be incorporated into the BWW By-Laws.

Motion (MG, GS): Adopt recommendation to add the proposed new election procedure to the BWW By-Laws in December to comply with the Davis-Stirling Act, and to change the By-Laws further to provide for two year staggered terms of office for Board members, starting with the next election, to provide more continuity in governance from year to year. Approved.

B. Lot 5 Dog Problem: The Board tabled further discussion and a decision on the proposed rule change to the next meeting.

IX. Social CIAO

A. Holiday Party: Anne Brand presented a proposed flyer to announce a holiday party December 3.

B. International Pot Luck Dinner: Anne Brand reported that the dinner was very successful with more than 20 persons participating.

X. Finance: Draft Budget for 2007

RM reported that the reserves study reveal that the budget for 2007 will require \$390 monthly homeowner payments, a \$25 per month increase. Of this, \$22 will go to reserves to pay for termite extermination, landscaping/ irrigation system upgrades, and tree trimming expenses already approved by the Board. Earthquake insurance is anticipated to increase about \$20,000 per year or \$10 per unit per month. Other operating expense line items have been reduced to keep the increase to "only" \$25. Final earthquake insurance costs won't be known until after a proposed budget is distributed to the homeowners. Adjustments may have to be made in December when final insurance costs are known. Termite extermination, irrigation system upgrades, and tree trimming will cost \$70,000 per year leaving little room in the budget for much else for some time.

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HS pointed out that a recent survey of condominium homeowner dues in the Culver City-Playa del Rey area reveals that BWW's dues would still be among the lowest.

Motion (JB, MG): Approve increase in homeowner dues to \$390 per month, effective January 1, 2007. Approved.

XI. Manager Report

KN reviewed and explained the Management Report distributed in the Board packet. The Board accepted the report.

XII. Next Meeting November 21, 2006.

XIII. Meeting Adjourned to Executive Session at 10:25 p.m.

John Beard, Secretary