

Beverlywood West Homeowners Association
Board of Directors Executive Meeting
July 17, 2007
MINUTES
Draft

Officers and Directors Present:

Gerry Stern, President (GS) - Chairperson
Rosanne Feild, Vice President
Robert Mullens, Treasurer (RM)

Robert Steinberg, Vice President (RS)
John Beard, Secretary (JB)
David Bregman, Director (DB)

Absent: Anne Cholakian, Director (AC)

Guests:

Kathleen Norman, Classic Property
Management (KN).

Carole Greenstein, 19H (Rules Committee)

I. CALL TO ORDER: The meeting was called to order at 7:06 p.m.

II. DISCUSSION FROM THE FLOOR: (None)

III. AGENDA:

Motion (RF, RM): Adopt agenda as revised.
Approved (Unanimous)

IV. APPROVAL OF MINUTES (June 18 meeting):

Motion (RS, GS): Approve the minutes of the June meeting as corrected.
Approved (Unanimous)

V. FINANCIAL STATEMENT

A. June 2007 Financials: RM reported a net balance of \$413,188 in cash assets at the end of June, an increase of \$16,937 since the end of May, due to no major expenditures having been made for such items as landscaping, termite extermination and roof repairs. RM recommended that Board proceed with landscaping, termite extermination, and roofing work, soon.

Motion (RF, GS): Approve June Financial Report.
Approved (Unanimous)

B. Resolution to File Liens: KN reported two homeowners who are delinquent at least two months in dues, and recommended filing liens for collection.

Motion (RS, GS): Resolve to file liens on two units (coded C02 and B72) for collection of delinquent HOA dues.
Approved (Unanimous)

VI. MAINTENANCE

Old Business

A. Termite Eradication:

(1) **Buildings 25 and 26:** KN presented bids she got for fumigating building 25 (\$8,491) and 26 (\$10, 853). Despite reports from various sources that Vikane gas has no residual effects, some homeowners in building 25 strongly oppose extermination of their building and any adjacent building by fumigation (tenting and Vikane gas). One has presented a letter from a physician, stating that she cannot not tolerate the residual effects of fumigation anywhere near her unit for health reasons. Alternatives to fumigation (such as silica gel or orange oil injection into walls and floors, superheating, etc.) are more expensive and would require homeowners to pay more than for fumigation. Those who oppose fumigation are willing to pay extra for an alternative to fumigation, but do not want to pay the extra cost for others in their building. Those who would agree to fumigation do not want to pay for the more expensive alternatives just because their neighbors oppose fumigation. So, the Board needs more time to find a way to resolve this conflict pertaining to buildings 25 and 26. RF will try to find a source of authoritative, impartial information about the safety and dangers of Vikane fumigation and report at the next meeting.

(2) **Other Buildings:** In order to keep the termite eradication project moving, the Board decided to proceed with fumigation of other buildings.

Motion (RF, DB): Proceed with plan to fumigate buildings 4, 5, and 16 by giving 60 days advance notice to the homeowners in those buildings and giving them 15 days to register any objections to fumigation. Absent any objections for medical reasons, fumigation will be scheduled for those buildings for some time in September.

Approved (Unanimous)

New Business

A. Sewer replacement for buildings 24 and 25: KN presented a bid from Radisic Plumbing for \$16,500 to clean and reline approximately 75 feet of the 8" sewer line from buildings 24 and 25 to the next connection. After discussion, the Board decided to obtain another bid before deciding.

Motion (RM, GS): Get a second bid from Gerhard Weise Plumbing. If Weise bid is \$825 (5%) less than Radisic, then KN will be authorized to approve a contract with Weise. Otherwise, she will contract with Radisic for the job.

Approved (Unanimous)

B. Roofing: RM recommended that the Board proceed with the re-roofing program.

Motion (RM, GS): KN is to arrange for re-roofing the next three buildings on the priority list.

Approved (Unanimous)

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C. Red Zone on South Drive: DB explained that a hazard is created by vehicles parked in the area that was a red zone on the north side of the end of South Drive at Overland before it was painted grey.

Motion: (DB, RS): Repaint to red the gray curb on the North side of South Drive from about 15 feet from Overland Avenue.

Approved (Unanimous)

VII. ARCHITECTURAL

A. Screen door color and style: RF, speaking for AC (absent), recommended that the Board establish a particular style and color for all new screen doors. The matter was tabled to the next meeting.

B. Modification of 13A: The homeowner requested permission to install an Ethernet cable between two rooms/floors of their unit on the outside of the building. The Board instructed KN to send a reply that the homeowner may not install any external cable unless they can explain why internal installation is impossible.

C. Proposed Architectural Rule: RF presented a proposed new rule that would prohibit homeowners from making any modifications to their units that would alter the appearance of their building without prior Board approval.

Motion (DB, RS): Approve the proposed rule as reworked.

Approved (Unanimous)

D. Unit 1 B Aqua Atrium Wall: After discussion, the Board agreed that the atrium wall of unit 1B that was recently painted aqua and is visible from the Sawtelle/Overland intersection must be restored to the original color of the building. KN will contact the owner regarding a painting company sign in the window, and AC will be asked to contact the owner regarding repainting the atrium wall.

VIII. LANDSCAPING

New Business

A. Rule Change: Tree Conservation: GS proposed a new rule prohibiting homeowners from removing, trimming, or otherwise altering any tree or plants in the common domain without Landscape Committee recommendation and Board approval.

Motion (GS, RF) Agree to propose the new rule after the Rules Committee edits it to ensure compliance with laws and correct language.

Approved (Unanimous)

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B. Tree Replacement Bid: GS presented a bid from Rancho landscaping to replace a Magnolia tree near building 15 with a Cassia Leptophyllia and to replace two trees (a Podocarpus and a Eucalyptus) near building 17 for a total of \$1,798.

Motion (RS, RF): Accept bid and replace the trees.
Approved (Unanimous)

IX. RULES AND JUDICIARY:

New Business

A. Towing Rules Changes and Update: CG reviewed and explained the need to update Rules Sections IV (Parking) and V (General Process of Parking Enforcement) to conform to changes in the Vehicle Code. She also explained the vehicle code changes, and the need to modify some of the parking signs in BWW.

Motion (RS, GS): Notify homeowners of the Board proposal to revise Sections IV and V of the Rules as presented by CG.

Approved (For: JB, RF, RM, GS, RS; Abstain: DB)

B. Update Homeowners' Rules Booklet: Tabled to next meeting

X. GOVERNANCE

New Business

A. Board of Directors Manual: GS presented for Board members to review and consider a draft of a Board Manual he has been working on. (No action needed.)

XI. MANAGER REPORT: KN reviewed the actions items in the Management report that she included in the Board packet.

X. NEXT MEETING AUGUST 21, 2007.

XI. ADJOURNMENT 10:15 p.m.

John Beard, Secretary