

Beverlywood West Homeowners Association
Board of Directors Executive Meeting
June 19, 2007

MINUTES
Approved

Officers and Directors Present:

Gerry Stern, President (GS) - Chairperson
John Beard, Secretary (JB)
Anne Cholakian, Director (AC)

Robert Steinberg, Vice President (RS)
Robert Mullens, Treasurer (RM)
David Bregman, Director (DB)

Absent: Rosanne Feild, Vice President

Guests:

Patricia Abrams, 26F
Brigitte Boudress, 26C
Ron Davis, 22F
Victoria Richter, 26G
Francia Fate, 22C

Richard Sharpe, 21B
Helen Seid, 20E
Mel Siverts, 14C
Barbara Steinberg, 26B
Robert Yegchinian, Jeff Hiatt Co.

Kathleen Norman, Classic Property
Management (KN).

I. CALL TO ORDER: The meeting was called to order at 7:10 p.m.

II. DISCUSSION FROM THE FLOOR

A. A homeowner suggested that the Board develop guidelines for homeowners who want to install solar power for private consumption.

B. A homeowner presented a request for approval to install a sunroof to cover his atrium with a copy of a drawing and Culver City permit. KN will draft a letter of approval.

C. A homeowner presented a letter from her physician stating that she could not tolerate the effects of termite fumigation of building 26 because of a health condition.

D. A homeowner presented two letters to GS regarding the dangers inherent in fumigating termites and reported that the drains in the Jacuzzi are "filthy."

E. A homeowner reported that the recent re-roofing of his building resulted in nails protruding through his ceiling, that the roofing company refused to repair it, and that it would cost "a couple hundred dollars." KN said that she would try to get him reimbursed for the cost.

F. A homeowner stated that she was opposed to fumigation for termites for health reasons.

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G. A homeowner stated that if her building were fumigated for termites, she would have to sell it and move because she could not tolerate the residual toxic gas after completion.

H. A homeowner spoke on the following issues:

(1) Because the red curbs at the end of South drive were painted over with gray the last time the drive was refurbished, there is not enough space for cars making right turns, which creates a hazard. The red "no parking" zones need to be restored to eliminate the hazard.

(2) Dog waste left in the lawn in front of building 14 is still bad.

(3) The timer on the Jacuzzi is broken. It is not waterproof and should be replaced.

III. AGENDA:

Motion (RS, RM): Adopt agenda as revised.

Approved (Unanimous)

IV. APPROVAL OF MINUTES (May 15 meeting):

Motion (RM, RS): Approve the minutes of the May meeting as presented.

Approved (Unanimous)

V. FINANCIAL STATEMENT

RM made the following report:

A. 1. The only really significant financial event over the last month was the acquisition of earthquake insurance for \$118,748. This was enough to reduce our assets from \$505,913 to \$396,251. This is about where we were last June/July, which is OK, but not great. We still anticipate reserve payments for irrigation improvements, concrete and asphalt work, and termite control, shortly. More roofs should also be replaced soon.

B. No additional funds were placed in CDs because rates were below 5.1%.

C. Several homeowners were in arrears in payments by two months at last reporting.

Motion (RS, AC): Approve financial statement

Approved (Unanimous)

Motion (RM, RS): Resolve to file a lien against units designated as A30 and C71.

Approved (Unanimous)

VI. MAINTENANCE

Old Business

A. Fumigation of buildings 25 and 26:

Motion (RS, DB): Convene a special meeting, at a date to be determined, to consider alternatives to fumigation.

Approved (Unanimous)

B. Solar panel repairs: KN reported that repair of the solar panels on the roof of the recreation building has been completed and they are now in operation.

C. Walkway trip hazards: KN reported that all trip hazards have been ground flat.

D. Roof damage to unit's 10C and 10D: Tabled to next meeting.

E. Patio fence replacement: Tabled to next meeting.

F. "No Parking" signs: Tabled to next meeting

New Business:

A. Bids to repair sections of walkways and asphalt driveway: KN presented bids (in Board packet) from Creative Coating Systems, Inc. and D & G Paving to repair sections of walkways near units 9G and 10D, and a section of driveway behind unit 10D.

Motion (RM, RS): Accept the bid from and award the contract to D & G Paving.

Approved (Unanimous)

B. Time-Warner Cable request: KN presented a request (in Board packet) to bond cable drops to building grounds in order to comply with National Electrical Contractor (NEC) standards. The matter is referred to the Technology Committee for action.

C. RSI reserve study for 2008: KN reported that on on-site review of the infrastructure is not needed for the 2008 reserve study and recommended that RSI conduct an off-site update of the BWW reserve study for 2008. Board approved.

D. Air conditioning for guard office: KN reported that Tony has requested air conditioning for the guard office. Because of the western exposure, the office become very hot in the summer, and the fan is insufficient.

Motion (JB, GS) Request KN to investigate the feasibility of extending a duct from the rooftop air conditioning unit to the guard office.

Approved (Unanimous)

E. Power wash paved areas after Jacaranda blooms have gone: KN will schedule power washing to be done after blooms have gone, and will arrange to have paint markings between buildings 22 and 23 blasted off at the same time.

VII. ARCHITECTURAL

A. Atrium color a unit 1B: An aqua colored wall of the atrium of unit 1B is clearly visible from street below.

Motion (DB, AC): Have KN notify owner of unit 1B by letter that the wall of the atrium visible from below must be the same color as the exterior building walls.

Approved (Unanimous)

B. Request to cover atrium: The owner of unit 22F requested Board approval to install a sunroof over his atrium. He presented a diagram and copy of the City building permit.

Motion (RS, JB): Approve request as presented. KN will prepare approval letter.

Approved (Unanimous)

C. Approvals of window/sliding glass door replacements: Some homeowners have had windows and sliding glass doors replaced without obtaining Board approval.

Motion (RM, GS): Instruct the Architecture Committee to obtain completed architectural change approval forms from all homeowners who have made such replacements.

Approved (Unanimous)

D. Unit 20I stucco problem: The texture and color of the stucco that the owner of unit 20I had applied to repair a hole needed for plumbing repair work does not match the original stucco and is unsightly.

Motion (RS, GS): Three Board members are to inspect the stucco repair on unit 20I and report to KN. If three agree that the stucco needs to be reapplied, KN will notify the homeowner by letter to have the stucco reapplied to match the original.

Approved (Unanimous)

VIII. LANDSCAPING

Old Business

A. Irrigation replacement: KN reported that the irrigation system replacement work has begun.

IX. RULES REGARDING TOWING VEHICLES: RS reported that the existing "No Parking" signs might need to be replaced to comply with new vehicle code.

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

XI. NEXT MEETING JULY 17, 2007.

XII. ADJOURNMENT TO EXECUTIVE SESSION

**MOTION (GS, JB): Adjourn to executive session at 9:50 p.m.
Approved (Unanimous)**

John Beard, Secretary