

**Westmoor Owners' Association**

**Board of Directors Meeting 1/13/2010**

**7:30 pm - 9:00 pm**

**Home of Eric Funk 7605 Pogram St**

**Agenda:**

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**Roll Call and explanation of meeting rules- (7:30-7:35)**

Attendance:

**President:** Eric Funk  
**Vice President:** Joe Dellorfanio  
**Member at Large:** Eddie Roche  
**Treasurer:** Jennifer Vitale

**Guests:** none

**Old Business (7:35 - 8:00)**

- **Financial update- Jen - received 9 payments, balance 8,606.08 after reconciliation and payments**

Paid aqua \$46.27, \$56.12  
Progress \$37.39, \$41.50  
Artisan sign \$750  
Stamps \$39.80  
Landscaping \$315  
Flowers \$920  
Staples \$53.41 (copies, toner)

Overdue 2009 HOA dues still have not been received after numerous attempts to contact the homeowners. Feb 1, a 2<sup>nd</sup> letter will be sent with bill and accumulating late fees (\$20). They will be sent certified.

Eric will retype letter with next actions to be taken and to please contact the HOA if payment cannot be made on time.

Invoice from Kevin - Jen to check with Kevin on invoice.

- **Landscape update- Joe-**  
Spring flowers—what to add, when?  
Check on contract

- **New Letter- All**  
Done and out with the invoices

- **Sending out overdue invoices and invoices for next year dues- Jen**  
Done—see above

- **Final Bank Reconciliation- Jen**  
Done—\$725.85 was found to be posted incorrectly in 2007 Quickbooks.  
Books have been reconciled to date.

- **Make adjustments to website e-mail**  
Done

- **Builders keeping up with their properties- Joe-**

Letter to be sent certified and standard mail to all Cambridge addresses.  
Add pictures to the letters.  
Add Collection policy to letters

- **Website updates- Eric-**

No new news

- **Create 2010 budget- Eric**

Eric and Jen to discuss and create for Feb meeting.

**New Business (8:00 - 8:30)**

- **Social committee- All**

Push to February meeting New Business.

- **Discuss the issues with the dogs. Reference Article IX Section 10 Parts "B" and "C"**

This was addressed in an email to homeowners and also clarified Article 9 sec 10 parts b and c.

It was mentioned that the issue could be the stray dogs.

- **Awareness of issues with recent thefts in the neighborhood**

Issue was reported to homeowners

- **Contact Rodney Carroll about Kirk Leone.**

Attempts to contact Kirk Leone through email have been unsuccessful.  
Joe will contact Rodney (realtor for Kirk Leone) to discuss further actions on taking over the ACC responsibilities, once they become HOA members.

Eric to contact Todd Kacey.

- **Meeting/Events Schedule**

Next meeting to be held at the church.

Try to get head count for next meeting

HOA will attempt to update email addresses for home owners.

Website will be updated with update form.

**Open the floor to members (8:30 - 9:00)**

**Feb 25<sup>th</sup> will be the next meeting**

**Evite will be sent.**