

# MINUTES

## Westwood Club Board of Directors Meeting

### February 28th 2017

**DIRECTORS PRESENT:** Jean Lewis, Andy Kutzner, Jan Semerad, Rick Micheri and Tony Tristen

**DIRECTORS ABSENT:** Larry Bloom and Dick Katz

**STAFF PRESENT:** Steve Fluss, Reed Reichert

**STAFF ABSENT:** None

#### I. CALL TO ORDER

1. The meeting was called to order in the Adult Lounge by President Jean Lewis at 7:15pm

#### II. GUESTS

1. No guests present

#### III. MINUTES

1. A motion was duly made and seconded to approve the minutes of the 1-31-17 Regular Meeting as presented. Motion carried.
2. A motion was duly made and seconded to approve the Executive meeting minutes from 1-31-17 as presented. Motion carried. Discussed items included employee compensation and a replacing Karen Kissinger with Tony Tristan to serve on the Board until March.

#### IV. ARC

##### 1. ARC REPORT

- a. Reed Reichert reviewed with the Board with the ARC's nominations for the 2016 Landscape Award. A motion was duly made and seconded to award this year's honor to 11258 Duenda Rd.

#### V. UNFINISHED BUSINESS

1. The Board reviewed and discussed the 2017-18 budget. A motion was duly made and seconded to approve the annual assessment at \$439 per lot. Motion carried.
2. After a short discussion, a motion was duly made and seconded to approve the HVAC maintenance contract with JPM. Motion carried.

#### VI. NEW BUSINESS

1. A motion was duly made and seconded to approve the expenditure of \$426.28 for the replacement of the cameras in the fitness room to the reserve account. Motion carried.
2. The Board reviewed bids for a new John Deere mower. A motion was duly made and seconded to purchase the X350 with rear bagger and mow deck with a NTE \$5,000. Motion carried.
3. A motion was duly made and seconded to approve the bid from Rancho Environmental and to expense it to the reserve account in the amount of \$9,300. Motion carried.

4. A bid from Concrete Coating Specialists Inc. was reviewed. The work would entail annual maintenance on the pool deck. A motion was duly made and seconded to approve the expense to the reserve account in the amount of \$3,700. Motion carried.
5. A motion was duly made and seconded to nominate Andy Kutzner as the Westwood Club volunteer of the year for his work as a Board Member and his role in the renovation of the GYM. Motion carried.
6. A motion was duly made and seconded to purchase from the reserve account LED Bulbs for the swimming pools underwater lights NTE \$1,000. Motion carried.
7. A discussion was held on what projects that the Board would be interest in pursuing. Suggests include renovations to the Preschool, Club Entry, Office, LED lighting on the Tennis Courts and Wi-Fi on the Club grounds.

VII. MANAGER'S REPORT

1. Manager Fluss discussed the need to resurface seal the parking lot and the deterioration the rains have caused. Bids will be gathered for the March meeting.
2. Plans for the Annual Meeting are going well as are the accumulation of ballots.
3. It was reported that the cameras in the fitness center had to be replaced with HD quality cameras. It was suggested that the same be done to the two on the pool deck
4. Manager Fluss reported on the damage caused by the rain included a leak in the maintenance roof and the loss of wood chips in the playground.
5. It was reported that only two items remained outstanding on the GYM punch list.
  - a. The Clock Cage
  - b. Light sensor controls

VIII. FINANCIALS

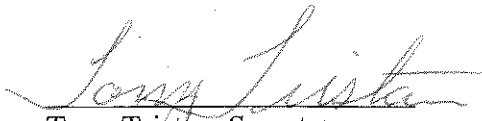
1. After a review of the January 2017 financials was completed. A motion was duly made and seconded to approve the financials as presented. Motion carried.


IX. FOR THE GOOD OF THE ORDER

1. Board Member Andy Kutzner thanked the Board for the opportunity to have served with them for the past four years, stating he was proud to call them his friends and of the projects they had accomplished.

X. The ADJOURNMENT

1. A motion was duly made and seconded for adjournment at 8:51 pm. Motion carried.

  
Tony Tristan, Secretary

  
Steven A. Fluss, General Manager