

MINUTES

Westwood Club Board of Directors Meeting

January 30th, 2024

DIRECTORS PRESENT: Rick Micheri, Emilie LaSota, Chris Numbers, Rob Maguire, Dale Bardin, Patricia Wussler, Binh Trang

DIRECTORS ABSENT: None

STAFF PRESENT: Steve Fluss, Nora Kessler

STAFF ABSENT: None

I. ALL TO ORDER

1. The meeting was called to order at 6:59PM in the Lounge by President Rick Micheri.

II. GUESTS

There were no guests in attendance.

III. MINUTES

1. A motion was duly made and seconded to approve the November 28th, 2023; Regular Meeting Minutes as written. Motion carried.
2. A motion was duly made and seconded to approve the November 28th, 2023, Executive Meeting Minutes. The following items were discussed. A review of the status report. A discussion on outstanding accounts and the action to be taken. Review of and adjustments to employee compensation.

IV. EXECUTIVE SUMMARY

- V. During the Executive meeting held on January 30th, 2024, the legal status report was reviewed. A summary of the small claims hearing was presented. The Board requested that account 119640676 attend the February Executive Meeting.

COMMITTEE REPORTS

1. An ARC report was provided by ARC Assistant Lauren Barry. It was reviewed by the Board.

VI. OLD BUSINESS

1. The Board reviewed the bid from Video Mechanix quote 11194 in the amount of \$820.23 to add to cameras near the pickle ball courts. A motion was duly made and seconded to approve the bid as presented. Motion carried.

VII. NEW BUSINESS

1. The Board passed resolutions to place a lien on the following accounts for unpaid assessments. Resolutions passed.
 - a. 119640661,
 - b. 119640728
 - c. 119641467
2. The Board reviewed and discussed the need for a new phone system, The current system is approximately 30 years old and continues to drop calls. A motion was duly made to approve the bid provided by Cortum Communications in the amount of \$4,876.35 to be expensed to reserves. Motion passed.
3. A bid from Aztec solutions was reviewed and accepted to replace the server located in the office. The bids included both hardware and installation costs at a combined cost of \$3,103.84. A motion was duly made and seconded with an amount NTE \$3,500 to complete the project with funding from the reserve account. Motion carried.
4. The Board reviewed the change order made to the contract with Tetrad Contracting Group. The change order was to add 18 new / upgraded light fixtures to the Quad area at

a total cost of \$5,78.38 from reserves. A motion was duly made and seconded to approve the expense. Motion carried.

5. A review of bids to trim 25 pine trees, remove one pine tree, trim 3 additional pine trees was completed. A motion was duly made and seconded to award the contract to Vista Valley Tree service in the amount of \$15,140. Motion carried.
6. The Board reviewed four bids to slurry seal and restripe the parking lot. The bid was awarded to Ben's Asphalt and Paving. A motion was duly made and seconded to approve the bid amount of \$12,854 to be expensed to reserves for the slurry and painting to be done by Ben's Paving. Motion carried.
7. The Board authorized the use of the gymnasium by pack 681 for the annual Pinewood Derby. A motion was duly made and seconded to approve reduced rate of \$300 for this event only to be held on March 24, 2024. Motion carried; Trang abstained.
8. A review of the draft reserve study was conducted by the Board. There were no changes to the study and the 2024-25 draft was adopted.
9. The Board reviewed the draft budget, and a motion was duly made and seconded to approve as presented. Motion carried.
10. A motion was duly made and seconded to approve the distribution of the net Luminaria funds in the amount of \$7,260.21 to Boy Scout Troop 681. Motion carried.
11. A motion was duly made and seconded to replace four iron panels in the playground at a cost of \$3,300 to be expensed to reserves. Motion carried.
12. A motion was duly made and seconded to replace 83' linear feet of windscreen around the wader at a cost of \$1,494. Installed by CH Court Tech. Motion carried.
13. A motion was duly made and seconded to disband the honor library in the lounge. Motion carried.

VIII. MANAGER'S REPORT

1. Manager Fluss reported that there are 6 candidates on the ballot. The ballots were sent out on January 25th, 2024.
2. The lighting and mansard siding project is now complete.
3. Pelican windows have completed the contract and eight windows have been installed in the office.
4. Karen from Merriel Lynch has requested to meet with the Board in an upcoming meeting to discuss using Treasury Notes as an investment vehicle.

IX. CORRESPONDENCES

1. There was one correspondence from a member of the community that wished to make the Board aware of an incident with the tennis pro.

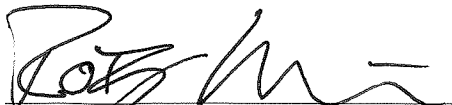
X. FINANCIALS

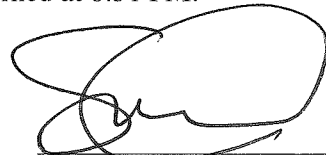
1. The November and December 2023 financials were reviewed as presented. There were A no additional comments made.

XI. FOR THE GOOD OF THE ORDER

XII. ADJOURNMENT

1. With no further business the meeting was adjourned at 8:31 PM.


Rob Maguire, Secretary


Steven A. Fluss, General Manager