

MINUTES

Westwood Club Board of Directors Meeting

November 28th, 2023

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

DIRECTORS ABSENT: Rob Maguire,

STAFF PRESENT: Steve Fluss, Lauren Barry

STAFF ABSENT: Nora Kessler (excused)

I. ALL TO ORDER

1. The meeting was called to order at 7:50PM 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 October 24th, 2023; Regular Meeting Minutes as written. Motion carried.
2. A motion was duly made and seconded to approve the October 24th, 2023, Executive Meeting minutes as written. Discussed at this meeting collection matters and requests to waive late fees. The Board authorized management to waive a late fee if it was the first time and there were no other delinquencies. The Board discussed staff interactions.

IV. EXECUTIVE SUMMARY

1. During the Executive meeting held on November 28th, 2023, 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. A letter will be sent to 119640112 with bulleted items to be addressed.

V. 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 completed reservation contract with the changes discussed at the October 2023 meeting.

VII. NEW BUSINESS

1. The Board passed a resolution to place a lien on the following accounts 119640794; 119640858; 119640782; 119640001; 119641202; 119641367; 119642160.
2. The Board reviewed and discussed the draft audit. A motion was duly made and seconded to approve the draft.
3. Multiple bids were reviewed to replace eight windows in the office from single pane to double pane windows. A motion was duly made and seconded to approve the bid from Pelican Replacement Windows in the amount of \$5,500 from reserves. Motion carried.
4. A motion was duly made and seconded to add an additional 59' to the rain gutter contract with San Diego Rain Gutters inc. at a cost of \$788. Motion carried.

5. Bids were reviewed to replace the vertical shingles in Quad area with mansard ship lap. A motion was duly made and seconded to approve the contract from Tetrad Construction in the amount of \$39,410 to be expensed to Reserves. Motion carried.

VIII. MANAGER'S REPORT

1. The Board was made aware that the upcoming calendar year will see a 20% increase in water costs.
2. It was reported that the facility has received the PTO for the solar and the meter is now set to NEM 2.0.
3. Manager Fluss discussed the results of his meeting with the reserve study specialist. The draft is scheduled to be presented at the January meeting.
4. The Pickleball courts have been landscaped in house and color will be done soon.
5. Luminaria sales are to begin in early December. There will be 3 weekend drive through sales and the cost will be the same as 2022.


IX. FINANCIALS

1. The October 2023 financials were reviewed as presented. There were no additional comments made.

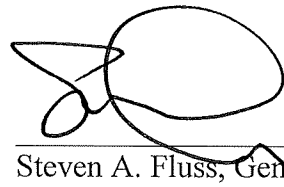
X. FOR THE GOOD OF THE ORDER

XI. ADJOURNMENT

1. With no further business the meeting was adjourned at 8:46 PM.



Rob Maguire, Secretary



Steven A. Fluss, General Manager