

MINUTES

Westwood Club Board of Directors Meeting

October 24th, 2023

DIRECTORS PRESENT: Rick Micheri, Emilie LaSota, Rob Maguire, Dale Bardin

DIRECTORS ABSENT: Patricia Wussler, Binh Trang, Chris Numbers,

STAFF PRESENT: Steve Fluss, Lauren Barry

STAFF ABSENT: Nora Kessler

I. ALL TO ORDER

1. The meeting was called to order at 7:02 PM 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 September 26th, 2023; Regular Meeting Minutes as written. Motion carried.
2. A motion was duly made and seconded to approve the September 26th, 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.

IV. EXECUTIVE SUMMARY

1. During the Executive meeting held on October 24th, 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 an employee matter.

V. COMMITTEE REPORTS

1. An ARC report was given by ARC Assistant Lauren Barry. It was reported that a homeowner did not attend a call to hearing. The matter has now been referred to the Board. A notice will be sent to account 119640112 calling the Homeowner to a hearing on 11-28-23.

VI. OLD BUSINESS

1. The Board discussed the playground proposals and will table the matter until sometime after the reserve study reviews the amounts allocated to these components.

VII. NEW BUSINESS

1. The Board reviewed the letter and rate increase for 2024 from Enumerate for accounting and bookkeeping services. A motion was duly made and seconded to approve the proposed increase.
2. A review of Epsten's rates for 2024 were reviewed.
3. A review of the bid from San Diego Rain Gutters was completed. A motion was duly made and seconded NTE \$6,400 for the proposed work from the reserve account. Motion carried.
4. A motion was duly made and seconded to approve a change order for the Pickleball Court construction to set two lamp posts and lay conduit for future lighting at a cost of \$2,500 to be expensed to reserves. Motion Carried.

5. A review of the Room Rental agreement was done. Item #6
 - A. #6. All room rentals are for social and recreational purposes only. Under no circumstances shall a room be rented for ~~religious~~, Religious services, ~~fraternal~~ Fraternal Organization meetings, ~~commercial~~, Commercial Business Activity or any function that results in a monetary transaction or gain benefiting any Westwood Club member or their guest.
 - B. ~~#12 THE CLUB'S SECURITY OFFICERS MUST BE IN ATTENDANCE FOR PARTIES OF 100 PEOPLE OR MORE WHEN ALCOHOL IS SERVED.~~ Parties /Gatherings where alcohol will be served will require managerial approval. If the Club's Security Officers are deemed a requirement. There will be a pass-through cost from the Club's designated security vendor. An eight-hour shift will be the minimum charge.
 - C. 5. Room usage fees will be assessed based on the total time the facilities are reserved, including preparation and clean-up. Scheduled after hours will change seasonally. The minimum fee will be \$125 per hour. Non-scheduled use of a room after normal closing hours will result in a fee of up to \$250 per 15 minutes.

VIII. MANAGER'S REPORT

1. The Pickleball courts are well underway. Concrete is expected to be poured on 10-26-23 with a completion date sometime in early to mid-December.
2. It was reported that plans for the Halloween event are going well. Donations of Candy and Adult volunteers are still needed.
3. The Newsletter was sent and included a flyer for the cleanup event.

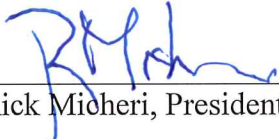
IX. FINANCIALS

1. The September 2023 financials were reviewed as presented. There are three prepaid items that need to be adjusted as current income.

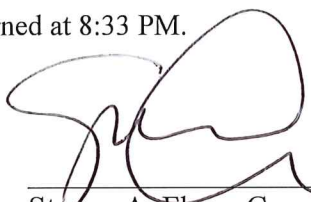
X. FOR THE GOOD OF THE ORDER

XI. ADJOURNMENT

1. With no further business the meeting was adjourned at 8:33 PM.



Rick Micheri, President



Steven A. Fluss, General Manager