

**Westview Estates Homeowners Association
Quarterly Board Meeting Minutes
July 9, 2024**

APPROVED

Call to Order

President Gary Willcoxon called the meeting to order at 7:03 p.m.

In Attendance

Board Members: Gary Willcoxon, Cheryl Willcoxon, Virginia Knabe, Jim Burns, Toni Horton

HOA Members: Maureen Pointer, Jacob Skjei

Minutes of Previous Meetings

April 9, 2024 Quarterly Board Meeting (M/S/C unanimously approved)

Treasurer's Report

- Checking account balance as of 06/30/24 is \$66,588.83
- Reserve account balance as of 06/30/24 is \$30,870.05
 - Motion made by Gary Willcoxon and seconded by Jim Burns to transfer \$20K from checking to reserve account. (M/S/C unanimously approved)
- Brief discussion about moving money in Reserve Account from a regular savings to a Money Market account to earn better interest
 - More information regarding HOA Federal regulations is needed
- 2023 taxes returns have been completed and filed

Old Business

1. Architectural Review Report – Jim Burns

- Requests received
 1. Lot 35 Lake Vanessa Circle – window replacement
 2. Lot 65 Michigan City Lane – paint house and shed light grey with white trim
 3. Lot 81 Lake Vanessa Circle – repair/replace fence
 4. Lot 47 Michigan City Lane – remove apple and pear trees from front yard
 5. Lot 64 Michigan City Lane – house upkeep and maintenance, paint house and trim
 6. All request were M/S/C unanimously approved

- Other items
 1. Lot 91 Lake Vanessa Circle – front and back yards are in need of maintenance, home ownership is in dispute between siblings
 2. Have received emails regarding stray cats
 1. Numbers of feral cats is down from 30 to about 10
 2. There is a Trap and Release Program in place with county

2. The Federal Corporate Transparency Act – Toni Horton

- The required information regarding board members has been submitted online
- HOA Board is in compliance
- Information regarding filing has been save on HOA Board Google drive

3. Compliance Report – Cheryl Willcoxon

- CC&R noncompliance notice sent to homeowners
 1. 27 informal notices
 2. 4 formal notices
 3. No fines needed at this time
- Lot 74 Michigan City Lane
 1. All personal items have been removed
 2. Landscape improvement has started
 3. Home is in the process of being repaired
 4. Working with attorney to close out account

New Business

1. Member Account Balances

- 20 accounts have outstanding balances
 1. 11 of those have a balance of under \$100 due to late fees
 2. 5 accounts have been sent to collections
- A new statement of account will be sent to homeowners requesting payment
 1. If not paid, within the time allowed, interest will be assessed on the unpaid balance

2. Home Sales

- 6 homes have sold since January
- 1 is currently listed for sale

3. Annual Meeting Preparation

- Board members will have two work sessions in August to prepare for annual homeowners meeting

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- Meeting notice will be sent out to homeowners in September and posted on bulletin board
- Salem Towne meeting room has been reserved
 1. Will need to provide liability insurance for the meeting
 2. Cheryl Willcoxon is working with our insurance company to obtain

4. Neighborhood Watch

- Marlyn Dinsmore resigned from being Neighborhood Watch Captain
- Have notified homeowners, with a request for a new volunteer

Good of the Order

- Gehring Farms
 - Homeowner reported seeing adults smoking marijuana at the farm entrance
 - Gary Willcoxon talked with owner of Gehring Farms regarding this issue and also fishing in the lake
 - Anyone wanting to fish needs to get permission from the farm
 - Gary recommends sending email notification to homeowners regarding fishing
- Maureen recommends researching the state statues regarding HOA Reserve account before making any changes to type of account reserve money is in
 - Virginia Knabe will research and report back to board members

Adjournment

There being no further business, the meeting was adjourned by President Gary Willcoxon at 7:52 p.m.