

**WESTWINDS HOA Meeting**  
**Wednesday, August 19, 2009 ● Golf Pavilion**

**Introductions**

- BOD in attendance: Matt Bernota, Sue Huston, Christen Lindung, Gary Saylor, Milt Siglin, Art Sprinkel, and Gail Treglia

**Meeting Convened**

- The meeting convened at 7:02 pm.

**Certification of Proxies**

**Approval of July Minutes**

- Matt motioned to accept the minutes as presented, Gary seconded; all favored.

**Monthly Reports/Status Updates**

Action Items	Comments/Resolution
1. Treasurer Report	<p>Art presented the monthly financial report (a copy of which is in the Secretary's binder).</p> <ul style="list-style-type: none"> <li>• YTD Income Received through 7/30/09 - \$24,183.97</li> <li>• YTD Expenses Paid through 7/30/09 - \$23,550.71</li> <li>• Total Cash Balance - \$98,124.33</li> </ul> <p>Milt has been added as a signatory on all WW HOA accounts.</p> <p>The CD that matured in June, 2009 was divided in thirds and placed evenly into the Money Market account, an 8 month CD, and a 13 month CD.</p> <p>Gail motioned to accept the Treasurer's Report, Matt seconded; all favored.</p>
2. WestWinds LLA Representative Report	No report was provided.
3. Landscaping Committee	<p>Steve from Classic was present and reported that to date all scheduled work has been completed. He noted that there is a dead street tree on Panorama that will need to be replaced.</p> <p>Steve has been working with Milt to prepare quotes for any work that should be done to properly maintain common areas within WW. Quotes for these maintenance items will be submitted to LLA so that the board can review the items for the WW portion of the LLA budget.</p> <p>Additionally, Gail noted that a street tree on Club House Circle is dead. Steve will check into this.</p> <p>Gary mentioned that crab grass is taking over the front entrance</p>

Action Items	Comments/Resolution
	lawn and asked that crab grass prevention products be applied in February, 2010. He also noted that the trees near the storm pond at the 2 <sup>nd</sup> entrance need attention, to include removal of stakes and edging around mulch.
4. ECC Committee	Two applications were received and approved in August. No basketball hoop registrations were received.

### Old Business

Action Items	Comments/Resolution
1. ECC Covenant Enforcement Status	Milt submitted a draft of the Enforcement Procedure document to Bill Hickey, WW HOA Attorney, and Bill recommended that we adopt a "Rules and Regulation of Westwinds Village, Inc." document. Milt will continue to work on this with Bill.
2. Golf Course Purchase Update	Gail reported that the due diligence portion of the purchase process is to be completed by 8/24/09, and the purchase should be completed by 9/24/09. The prospective owners initial intent is to make the golf course semi-private, and to put a restaurant in place of the golf pavilion.
3. Attorney Enforcement of Delinquent Assessments	<p>With the assistance of Bill Hickey, the WW HOA attorney, 4 letters were sent to delinquent homeowners to recover past due HOA dues. One of the 4 homeowners has paid their dues plus processing and attorney fees (approximately \$265 additional). Lawsuits will be filed against the other 3 homeowners.</p> <p>Art will soon start the recovery process on the delinquent homeowners for 2009.</p>
4. Articles of Incorporation	<p>Milt submitted the revised Articles of Incorporation to Bill and they have been legally approved.</p> <p>Bill did inform Milt that there are required forms that must be submitted to the State of MD with any changeover of the responsible person and address of the WW HOA.</p>

### New Business

Action Items	Comments/Resolution
1. Suggested Items for LLA to Consider in Next Years Budget	<ul style="list-style-type: none"> <li>• Remove 3 willow trees at Wimbledon (\$4,000)</li> <li>• Remove dead cherry tree at the front entrance (\$380)</li> <li>• Replace 13 pine trees at the front entrance with 6-7 foot Blue Spruce and Norway Spruce trees (\$6,071)</li> <li>• Landscaping around the gazebo at the pool (\$1,100)</li> <li>• Dog clean up stations</li> <li>• Replace black top on path along Country Club, near Wimbledon</li> <li>• Adding reflective material to curbs at the 1<sup>st</sup> and 2<sup>nd</sup> entrances</li> </ul>

Action Items	Comments/Resolution
	<ul style="list-style-type: none"> <li>• Additional landscaping at the 2<sup>nd</sup> entrance</li> <li>• Aerate and over-seed main entrance</li> <li>• Paint fence and handrails near the entrance of the pool</li> <li>• Paint the gazebo at the pool</li> <li>• Increase light output at the main entrance and near the pool</li> <li>• Stain deck boards at the pool</li> </ul>

### Resident Forum

- Corporal Mike Easterday, of the Frederick County Sherriff's Office was present and spoke about the crime within LLA. He was happy to report that due to increased patrolling and other measures taken by LLA, the overall crime within LLA has been much lower than last summer. Mike works closely with Clay and Doug, of LLA, to make sure that all crime reports receive follow up, etc. He did give the Board his e-mail address, but asked that it be used appropriately. Mike noted that if WW is interested in a Neighborhood Watch Program, Deputy Kevin White could help us with this type of initiative.
- A resident on Country Club was present and expressed concern over a letter she received from her landlord regarding her play equipment. Although the tenant stated that her landlord approved the play set, the ECC did not receive or approve an application. The yard does back to the golf course; therefore, the ECC informed the resident that she did not have to take down the play set, but a landscaping screen is required to obscure the view from the golf course. The renter stated that the landlord will not allow any changes to the landscaping. The renter has taken down the play equipment.

The meeting was adjourned at 8:25 pm.

Feel free to contact any Board member with questions or concerns. Your input is appreciated and welcome.

**WW HOA Minutes:** To receive a copy of the minutes via email, please contact Christen Lindung (301) 865-7174 or [lindung@comcast.net](mailto:lindung@comcast.net).

### Reminders to Homeowners:

Please keep all homes and cars locked when you are not available to keep an eye on your property.

Please remember to drive slowly throughout the neighborhood to keep everyone safe.

Any acts of vandalism in WW should reported directly and immediately to the Frederick County Sherriff's Office (301-694-2071) and LLA (301-831-6400). Do not attempt to clean up or alter any of the vandalized area. LLA has the resources and contacts to deal with these areas as crime scenes.

Garage doors are to be kept closed when not in use. Opened doors are a Covenant violation.

Yard and home maintenance is the responsibility of each homeowner. Please keep your grass cut, shrubs trimmed, and flower beds weeded and mulched and your home/garage trim, doors, shutters painted and repaired. It affects your home value and neighborhood appearance.

Please note that permanent basketball hoops are prohibited; portable basketball hoops are to be registered with the WVECC. Play equipment and portable basketball hoops are to be put away at night or when not in use.

Basketball Hoop Guidelines and Registration forms can be downloaded from the LLA website at [http://www.lakelinganore.org/villages/west\\_winds/West%20Winds/WVECCBasketball%20Hoop.p.htm](http://www.lakelinganore.org/villages/west_winds/West%20Winds/WVECCBasketball%20Hoop.htm)

Mailbox/number/post upkeep is the responsibility of homeowners. Please ensure that brass numbers are complete and legible, and boxes are in good condition. New cedar mailboxes can be ordered online at [www.acehardware.com](http://www.acehardware.com)

House Numbers are to be installed on all residential dwellings according to the Frederick County Fire/Rescue Code. Please assure your home meets the County Code—for your safety.

Walking or children playing on golf paths is not permitted. It is not safe, and is a Covenant violation. The golf course is private property.

Pets must be on a leash when outside their yard. Please respect Frederick County's leash law. Please pick up your pet's waste.

WW ECC Application Form is to be submitted prior to beginning any exterior project on your home/property. Form and Guidelines can be downloaded from the LLA web site at [www.lakelinganore.org](http://www.lakelinganore.org), WestWinds Village.

Sign up for WestWinds Google Group by visiting <http://groups.google.com/group/West-Winds>