

Westbury Home Owners Association (WHOA)
MINUTES
Date: Monday, January 12, 2015 – 6:00pm
Location: 10074 W. Lake Dr.

Attendance:

- Introductions and sign-in
- Quorum achieved
- In attendance were Laura Lewandowski, Jennifer Ashworth, Emily Gonzales, Mike Holm, Sharon Hilderbrant, Clay Cromley, Jeff Taylor, Drew and Stacey Zam, John and Madonna Gaudio.

Discussion:

Meeting called to order at 6:50pm by Clay Cromley, presiding

1. Approval of today's agendas

- Motion to approve today's agenda by Mike Holm, seconded by Sharon Hilderbrant

2. Approval of Minutes from November 10

- No discussion
- Move to approve minutes by Emily Gonzales, seconded by Jeff Taylor

3. Finance Update

- Previous treasurer Drew Zam reported no change from 2014
- Dues collection for 2015 is underway; Clay has credit card swipe PayPal service on hand to collect dues during meeting.
- Suggested that Emily Gonzales, as secretary, keep passwords for online accounts, such as PayPal. **ACTION ITEM:** Clay would need to get those passwords to Emily for keeping.

4. **Dues:** charging \$20 per year, only a handful in to date; discussion about possibly increasing dues but Board decided not to pursue that option.

5. Old Business

- Goals for 2015:
 - Homeowners Dues
 - Goal is 20%, finished 2014 at 18%
 - Welcome Packet and resources
 - The welcome packet is available as a PDF on our website.
 - Clay will talk to Jim Riss about the new neighbors to ensure they're welcomed.
 - **ACTION ITEM:** Clay will add Harbor Freight goodies (tape measures, scissors, etc.) to the welcome packet. Emily will explore other ideas for welcome goodies.
 - Neighborhood Garage Sale
 - Sharon wrote thank you note to Epilepsy Foundation
 - Jennifer shared that the boy scouts have not received their \$50 donation.

ACTION ITEM: Drew will get the checkbook to board and ensure that an officer pays the boy scouts next month.

- Ace wrote a thank you note on behalf of the scouts.
 - Clay wrote a thank you note to Ace.
 - **ACTION ITEM for Fall 2015:** the association needs to arrange for metal recycling next year.
- Open WHOA Positions
 - Discussion of new newsletter editor: Asha is interested in editing newsletter articles. She will train with Madonna for the February issue on Wednesday, January 14. Clay entertained a motion to accept Asha Ritchey as our newsletter, John moved, Mike seconded, all ay's. Asha's email is vanillahope@outlook.com.
 - Given the young age of our newsletter, Madonna suggested that we are much more proactive with giving Asha content for the newsletter. Drew and Stacey volunteered to take photos for the "Where in Westbury" portion of the newsletter.
 - **ACTION ITEM:** Madonna will follow up with Nick regarding pizza for the "Where in Westbury." Nick will get the certificates from Marino's Pizza. Drew and Stacey will take the photos, send those to Asha, check the email, and distribute the pizza certificates from Nick to the winners.
 - Board member at large – Laura Lewandowski has volunteered to serve as our new board member. Clay appointed her officially.
 - Clay delivered certificates of appreciation to Drew and Madonna
 - Permanent Signage for WHOA
 - No update
 - The idea is to put a "Westbury" signs at the three main entrances. Notices and HOA meeting announcements would be inserted into these three main entrances.
 - Jennifer has a lead on a sign company that could do outdoor signs and can recommend them to Clay once we are ready to pursue.
 - Nearby construction projects
 - Light of the World Dedication on January 25th, interior is done and landscape is underway.
 - Jared's Nursery – not pursuing brewery or volleyball.
 - Nextdoor.com: 36 members as of 1/12/15
 - Madonna shared jury scam throughout Jeffco
 - **ACTION ITEM:** Madonna will call Sherif to find out why that scam was not shared on Nextdoor.com; she'll include the note in the newsletter and on Nextdoor.com .
 - **ACTION ITEM:** Emily will post WHOA meeting as an event on Nextdoor.com (and will feature the food in my event post as a carrot).
 - **ACTION ITEM:** all board members should share this opportunity with their neighbors through the Nextdoor website.
 - COHOPE: Umbrella HOA group in Jeffco
 - Clay will be attending monthly; he finds it useful, for example, he learned that FatCity will be turned into medical offices.
 - Clay will find a sub from the board if he's not able to attend on a given month.
 - He hopes this group will help him identify who owns the plot of land where we

want to put the signs so that we can pursue approval.

- Jennifer and Drew are current signers on the bank account. Drew to move to Nick. Clay was unable to arrange a time to meet with Drew and Nick last month. Sharon expressed that we need to get an ID number from the bank that is different from account number. **ACTION ITEM:** Clay will continue to work on transferring signer rights.
- Register HOA with state of Colorado
 - On May 30, 1995, we were registered as Westbury Home Owners Association as a non-profit (not an HOA). Annual fee of \$100 to maintain, but we lapsed and have been delinquent since July 1, 2005. But fee is not required if treasury is under \$5,000 each year to renew that year. In addition to fee, we are required to file tax returns.
 - House bill 10-12-78 requires all homeowners associations report to the state that they exist. We exist, according to this, as a planned unit development. That would require \$50 to stay on the registry. Jennifer believes that all we needed to do was register with Division of Real Estate.
 - **ACTION ITEM:** Clay to determine how we're classified by the bank (as a non-profit or as an HOA). Clay will ask at the next COHOPE meeting to learn the pros and cons of being either an HOA or a non-profit before we can make a decision.

6. New Business

- Goals for 2014 Brainstorm:
 - Referred to our **purpose:** advance sense of community, give continuity, protect home values and more (see bylaws online)
 - **Ideas:** scholarship for college kids, walk through people's homes (home tour, garden tour), move in the park, Vince Gonzales' band, community games day (summer BBQ), Easter, newsletters have been delivered well, repeat clean-up, ice cream, national night out
 - **Notes:** Stacey and Drew are expecting their second child, due mid-July. Home prices are increasing, per Mike's note about his appraisal. Coyote killed a dog near Belleview and Kipling in daylight. Laura has a contact with the county responsible for the crossing light at the east entrance and has fixed the light for improved crossings.
 - Madonna confirmed with the sheriff that there is a contract worker from Century Link who is testing your phone boxes in your backyard. **ACTION ITEM:** Madonna will post this update on NextDoor.com.
 - **ACTION ITEM:** Emily and Jennifer will research movie royalties to see if movie in park is feasible.
 - **ACTION ITEM:** Laura will create funny reasons for becoming a member.
 - **ACTION ITEM:** Clay will get envelopes to Nick to print for the membership drive. Nick will get to George to insert into newsletter (Madonna will call George to coordinate that Nick will drop off the envelopes). Also, need to give a check of \$20 to insert the envelopes.
- Finalized Goals of 2015:
 - **Improve safety of the intersections surrounding our neighborhood.**
 - For example, work with Jeffco to add safety signs with lights, protected left light at Fair and Kipling. **ACTION ITEM:** Laura will contact Mark at county to

inquire about turn signal.

- **ACTION ITEM:** Create an Archive List of Contacts (assigned to TBD). This will include emergency contacts and the example Laura provided with the intersection crossing light.
- **Increase participation in membership: collect dues from 25% of homes**
 - Post membership reminders on NextDoor.com
 - Encourage Facebook participation
 - Continue to promote at events
 - Bump the goal to 25%
- **Host neighborhood events to build community:**
 - National Night Out: fire, sheriff, ice-cream, band (1st Tuesday in August)
 - Summer Picnic: games, food, movie, volleyball, etc. (June)
 - Clean-Up Day (when and how many TBD) (April and/or November)
 - Meet the Board possibly at pizza place (TBD)
 - Neighborhood Garage Sale (and Dumpster Days (3rd week in September)
 - Wolf Den - Cub Scouts canned food drive (October)
 - More TBD
- **Procure Westbury Neighborhood Signage (continued from 2014)**

7. Association Press Articles

Madonna took notes and will work with Asha.

8. Assignments

See "Action Items" above in green. Unless otherwise stated, items should be pursued by February HOA meeting.

9. Upcoming Meetings

- February: Tuesday 2/10: 6 PM, Sharon's 10270 W Burgundy. Board Meet & Greet
- March: Wednesday, March 11, Jennifer Ashworth's house.
- April: Thursday, April 9 at Emily Gonzales' house.

10. Inventory of Items

- Envelopes for dues, Clay
- Signs and stakes, Mike
- Community Garage Sale sign, Mike
- Welcome Packet, Clay
- Historical archives, Jennifer and Clay
- Address magnets, Mike

11. Meeting adjourned at 8:50pm by Clay.

Respectfully submitted by Emily Gonzales, Secretary