

**Westbury Home Owners Association (WHOA)**  
**MINUTES**  
**Date: Tuesday, February 10, 2015– 6:00pm**  
**Location: 10270 W Burgundy**

Attendance:

- Introductions and sign-in
- Quorum achieved
- In attendance were Nick Roberts, Emily Gonzales, Sharon Hilderbrant, Clay Cromley, John Gaudio.

Discussion:

Meeting called to order at 6:55pm by Clay Cromley, presiding

1. **Approval of Today's Agenda:** John moved, Nick seconded, approved.
2. **Approval of Minutes from January 2015:** Correction: Riss is the last name of the realtor with whom Clay is working. Correction: top of page 3 revise "Jenner" to "Jennifer." Correction: old business revise goal year to 2014. Sharon moved, John seconded, approved.
3. **Finance Update: ACTION ITEM:** Nick and Clay will meet Jennifer or Drew this Saturday at 10:30am at Wells Fargo (this will make Nick the signer on the bank account). Clay will give Nick the Wells Fargo bank account and the Paypal account login info .
4. **Dues:** charging \$20 per year, goal of 25% participation. We have 12 homes paid to date, discounting web payments.
5. **Old Business**
  - Welcome Packet and resources
    - **ACTION ITEM:** Emily will gather take-out menus from nearby restaurants and Jeffco Parks trail maps for the welcome packet.
    - **ACTION ITEM:** All get Harbor Freight mailing to then get freebies.
  - Neighborhood Garage Sale
    - **ACTION ITEM:** Nick will talk with Drew to get checks for Sharron (to reimburse for holiday party) and for the boy scouts.
    - **ACTION ITEM for Fall 2015:** the association needs to arrange for metal recycling next year.
  - Open WHOA Positions
    - **Accomplished:** 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.
  - Permanent Signage for WHOA
    - No update
  - Nextdoor.com: 41 members as of 2/10/15
    - **Accomplished:** Madonna included a note about scam in the newsletter and on Nextdoor.com.
    - **Accomplished:** 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:** She

- will do this for March, too.
- **ACTION ITEM:** Clay will confirm or add Nextdoor.com info on the welcome packet.
- **Accomplished:** all board members should share this opportunity with their neighbors through the Nextdoor website.
- COHOPE: Umbrella HOA group in Jeffco
  - **ACTION ITEM:** Clay will find application information for COHOPE.
- Register HOA with state of Colorado
  - **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

- Finalized Goals of 2015:
  - **Improve safety of the intersections surrounding our neighborhood.**
    - John reported that the warning sign on the north side at Kline and Bowles is still there.
    - **Accomplished:** Laura and Clay presented update on their research with the county regarding traffic, accident reports, and pedestrian signals at lights.
    - **ACTION ITEM:** Sharon will work with Laura to investigate options, including school zones, the break-away poles, changing the speed limit, and warning lights.
    - **ACTION ITEM:** Emily will make a Google Doc List of Contacts and send it to the group so that all can contribute. This list will include who to call when there's a pot hole, the lights are out, graffiti, animal control, etc.
  - **Increase participation in membership: collect dues from 25% of homes**
    - **ACTION ITEM:** Emily will post membership reminders on NextDoor.com
    - **ACTION ITEM:** Laura will create funny reasons for becoming a member.
    - **Accomplished:** 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.
  - **Host neighborhood events to build community:**
    - National Night Out: fire, sheriff, ice-cream, band (1<sup>st</sup> Tuesday in August)
      - **ACTION ITEM:** Emily will ask the band to save the date.
      - **Accomplished:** Emily and Jennifer researched movie royalties to see if movie in park is feasible. Swank fees range from \$200 to \$400.
    - Summer Picnic: games, food, movie, volleyball, etc. (June)
    - Clean-Up Day (when and how many TBD) (April and/or November)
      - **ACTION ITEM:** Clay will ask Jeff if he wants to lead an April clean-up day; if so, Jeff will send info to the newsletter editor.
    - Meet the Board possibly at pizza place (TBD)
    - Neighborhood Garage Sale and Dumpster Days (3<sup>rd</sup> week in September)
    - Wolf Den - Cub Scouts canned food drive (October)
  - **Procure Westbury Neighborhood Signage**
    - No update.

## 7. Association Press Articles

- Asha's deadline is in just a few days, so this is urgent.
- Ideas include: Where in Westbury photo (Drew), possibly the clean-up day (Jeff), our next HOA meeting, how to find your HOA online (Facebook, website,

Nextdoor.com), QR code in newsletter to the website for paying dues online, funny reasons to be a member (**ACTION ITEM:** Laura will write this article), how to start a "neighborhood watch on your street."

- o Ideas for April: a Q&A session with the President; **ACTION ITEM:** Emily to craft questions and interview Clay.

## **8. Assignments**

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

## **9. Upcoming Meetings**

- March: Wednesday, March 11, Jennifer Ashworth's house.
- April: Thursday, April 9 at Emily Gonzales' house: 10144 W. Lake Drive.
- May: Monday, May 11 at Nick Roberts' house 6498 South Kline Court.
- **ACTION ITEM:** Emily to update website to reflect upcoming meeting locations.

## **10. Inventory of Items**

- Approx. 30 envelopes for dues, Nick
- Signs and stakes, Mike
- Community Garage Sale sign, Mike
- Welcome Packet, Clay
- Historical archives, Jennifer and Clay
- Address magnets, Mike
- Credit card, Nick
- Check book, Clay

## **11. Meeting adjourned at 8:08pm by Clay.**

Emily moved, Nick seconded, adjourned.

Respectfully submitted by Emily Gonzales, Secretary