

Westbury Home Owners Association (WHOA)

MINUTES

Date: Thursday, April 9, 2015

Location: 10144 W. Lake Drive, Littleton, CO 80127

Attendance:

- Introductions and sign-in
- Quorum: achieved
- In attendance were: Vince and Emily Gonzales, Drew and Stacy Zarn, Clay Cromley, Nick Roberts, Mike Holm, Laura Lewandowski (partial attendance), Jeff Taylor

Discussion:

Meeting called to order at 6:40pm by Cay Cromley.

1. Approval of Today's Agenda: yes

2. Approval of Minutes from March: yes, with revisions

3. Finance Update:

Dues: 34 paid as of 4/6/15 (Asha will include this stat in newsletter)

Other:

Checking account: \$5,654.40

Savings: \$1,250.93

Total: \$6,905.33

Checks Paid: \$55.11 reimbursement to Sharon for Christmas Gifts; Checks Written/Outstanding: \$25 reimbursement to Sharon for canceling HOA.

4. Old Business

Nick will share the Wells Fargo statement monthly via email ; he will complete a year-end treasurer report once per year to be reported by the end of the first quarter of the following year.

Welcome Packet and resources

- **ACTION ITEM:** All will gather approx. 6 take-out menus from nearby restaurants and Jeffco Parks trail maps for the welcome packet. Ongoing.
- **ACTION ITEM:** All get Harbor Freight mailing to then get freebies. Ongoing.

Neighborhood Garage Sale

- **Completed:** Nick will talk with Drew to get checks for Sharon (to reimburse for holiday party) and for the boy scouts.
- **ACTION ITEM for Fall 2015:** the association will use Western Metals drop-off (to donate wires, pipes, etc.) - Jennifer offered her pick-up truck to transport collected metal recycling and will check with Ace.

Permanent Signage for WHOA

- **ACTION ITEM:** Clay needs to talk to the storage company, the county, and the church. Laura suggested her traffic contact (Derek Schuller) as someone to ask for advice on who to talk to/who owns the land. Sharon and Clay will continue to on this.

Nextdoor.com: 48 members as of 4/9/15

- **ACTION ITEM:** Emily will continue to post meeting time and place on Nextdoor.com. Ongoing.
- **ACTION ITEM:** Clay will confirm or add Nextdoor.com info on the welcome packet. Ongoing.

COHOPE: Umbrella HOA group in Jeffco

- **Completed:** WHOA is officially a member, Sharon and Clay will continue alternating monthly attendance.

Register HOA with state of Colorado

- **Completed:** Sharon will attend next COHOPE meeting to determine next steps for registering with the state as an HOA. Done.

Improve safety of the intersections surrounding our neighborhood.

- **Completed:** Sharon will email her traffic contact Derek Schuler with our ideas for the Fair / Kipling intersection. Summary: No reduction in speed limit, but Derek did offer a traffic count/speed count. Derek agreed to add a warning sign (or move the current sign) for southbound Kipling. Drew mentioned the timing issue at the Fair/Kipling intersections. **Idea: Sharon to write a summary of these positive changes for a future newsletter.**
- **ACTION ITEM:** all will add to that Google Doc. Each board member will add themselves to the list with their contact info, too! Nick will add info about contact info for the bank. Link is: https://docs.google.com/spreadsheets/d/1eWlIS-2DwVEyQAJjHeWYPNgOPuZTC9xjtdUnlcYS_bk/edit?usp=sharing. Or: **use this shortened URL: <http://goo.gl/2ycjqn>**

Increase participation in membership: collect dues from 25% of homes – we have 16% currently

- **ONGOING:** Emily will post membership reminders on NextDoor.com – add a note about food trucks coming. She'll also update our website with meeting addresses and minutes.

Host neighborhood events to build community:

- **Action item:** save these dates:
- National Night Out: August 4
 - **Completed:** Emily confirmed "Take Cover" will perform.
- Summer Picnic: June 13
- Clean-Up Day: November 7
- Neighborhood Garage Sale on September 18-19 and Dumpster Day on September 19
- Wolf Den - Cub Scouts canned food drive (October, TBD – Ace can get the dates to Jennifer by end of this week)
- upcoming meeting dates: Tuesday, June 9th HOA at Clay's house (10243 W. Lake Dr); no July meeting; Wednesday, August 12 possibly at Jeff's (5974 S. Lee Way)
 - **Completed:** Clay and Jeff need to confirm this is ok.

Old business related to the newsletter:

- **Action Item:** each month secretary will send more details to Asha and mom regarding newsletter, asking Asha to confirm receipt of email. Emily will get the dates for the upcoming events to Asha and Laura.
- **Action Item:** Drew will get the photo for the Where in Westbury and will share the winner of the last one.
- **Action Item:** Laura will write an article for outdoor summer concerts and plays at Lakewood Heritage Center, Clement Park, and others.

6. New Business

- **Action item:** Food Trucks: Drew will coordinate with food trucks and confirm dates (if he has the info by Saturday, he'll send to Asha for newsletter: vanillahope@outlook.com)
- **Action item:** Revisit neighborhood signs - Emily will look into pricing, styles, etc. We don't want wood; we'd prefer metal, stone, rock, etc.

- **Action item:** Clay will add brochure about county regulations (esp. trailers) in Welcome Packet
- **Action item:** Jeff will write an article about county regulations for the May newsletter. Clay will look for the old article used in a previous newsletter.

7. Association Press Articles

Include a note that 34 homes have paid dues, also add a note encouraging other neighbors to join!
Perhaps add interview questions for another WHOA board member in the June or July issue.

8. Assignments

Action items highlighted in purple are due April 11 to Asha (vanillahope@outlook.com); all other action items listed above can be completed by May HOA meeting.

9. Upcoming Meetings

Include these in the newsletter:

May: Monday, May 11 at Nick Roberts' house (6498 South Kline Court)

June: Tuesday, June 9 at Clay Cromley's house (10243 W. Lake Dr)

no July meeting;

August: Wednesday, August 12 at Jeff Taylor's (5974 S. Lee Way)

10. Inventory of Items

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

11. Meeting adjourned at 7:46pm by Clay Cromley.

Respectfully submitted by Emily Gonzales, Secretary