

WESTLAKE HIGHLANDS COMMUNITY ASSOCIATION
Regular Session Board Meeting
Minutes
January 25, 2018

Call to Order: The meeting was called to order at 9:30 a.m. at 391 Hilltop Way, Thousand Oaks, CA

Roll Call: Lisa Daley, Kira Volpi and Barbara Andrews were present. Carol Stephenson of Anchor Community Management was also in attendance.

Open Forum: No owners in attendance.

Minutes: Motion made by Daley to approve the minutes of the Board Meeting held July 18, 2016. Volpi seconded and the motion carried unanimously.

Treasurer's Report: The Financial Statements for the fourth quarter of 2017 were reviewed.

Manager's Report: Report was reviewed.

Committees:

Architectural: - N/A

Landscape: - N/A

Pool: - Pool vendor is not keeping logs as required by the Health Department, nor is he responding to the Manager.

Violations:

Daley made a motion to fine Unit #17 \$100.00 for overwatering patio causing damage to stucco; Volpi seconded and the motion carried unanimously.

Unfinished Business: N/A

New Business:

Motion made by Daley to approve the proposal from Treescapes for tree pruning per their proposal for \$3,986.00; Volpi seconded and the motion was approved unanimously.

Adjournment: The meeting was adjourned at 10:00 a.m.

Next meeting: Next Board of Directors meeting scheduled in April - TBD.

Submitted by: Carol Stephenson, PCAM, MCM

Board Member

Date

4-27-18