

WESTLAKE HIGHLANDS COMMUNITY ASSOCIATION
Regular Session Board Meeting
Minutes
April 27, 2018

Call to Order: The meeting was called to order at 9:30 a.m. at 401 Hilltop Way, Thousand Oaks, CA

Roll Call: Lisa Daley and Kira Volpi were present; Barbara Andrews was absent. 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 January 25, 2018. Volpi seconded and the motion carried unanimously.

Treasurer's Report: The Financial Statements for the first quarter of 2018 were reviewed.

Manager's Report: Report was reviewed.

Committees:

Architectural: - Unit 33 request for patio garden extension inside wall/gate approved.

Landscape: - N/A

Pool: - Manager will get a proposal for motion sensor lights in the pool area.

Violations: - N/A

Unfinished Business: N/A

New Business:

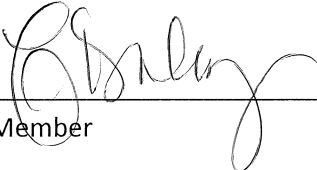
Motion made by Daley to approve the proposal from J.D. Brooks for the 2019 Reserve Study Update with a site visit for \$980.00; Volpi seconded and the motion carried unanimously.

Motion made by Daley to approve the 2017 Financial Review done by Poindexter and Company; Volpi seconded and the motion carried unanimously.

Adjournment: The meeting was adjourned at 10:15 a.m.

Next meeting: Next Board of Directors meeting scheduled for a Re-convened Annual Meeting.

Submitted by: Carol Stephenson, PCAM, MCM



Board Member

5-16-18
Date