

The Villas of West Park Village  
Board of Directors  
Meeting Minutes  
Jan. 12, 2004, 7 PM

1. Call to Order Establish Quorum

In accordance with the Board's policy, at 7 PM, the villa property owners in Attendance had the floor for any general discussion.

Four Board of Directors were present. Kathy Robbins, Director, was absent. Also present were Denise Schek, LCAM, Property Manager, of Greenacre Property, Inc. (GPI).

A quorum was established. Carlos Quiros, President, chaired and called the Board meeting to order at 7:12 PM.

2. Minutes

On Motion: Duly made by John Ligonis, Treasurer, and seconded by Gayle Santone, Vice President. Passed Unanimously.

Resolve: To approve the Dec. 6, 2003 Board Minutes

3. President Report:

Our attorney has received a response from Westfield Homes in regard to the lintels. Westfield acknowledges the problem.

The "Village Voice" newsletter will go out this week. (See Attachment A)

4. Treasurer Report:

The Treasurer's Report and Financial Analysis through Nov. 30, 2003 were submitted and entered into the record. (See Attachment B)

5. Property Manager's Report:

Denise Schek. LACM, submitted to the Board the Current Financials (See Attachment C)

Denise Schek informed the Board that the Annual Meeting for the Villas of West Park Village will be held on Thursday, February 12, 2004 at the Swim and Tennis Club. Notification of the meeting to our members must be made by January 20,

A list of the residents unresponsive to our insurance inquiries has been turned over to our attorney for further action.

The newly selected CPA firm of Bashor & Legendre will be conducting the yearly financial review at the offices of GPI.

6. Old Business

A) Lintels

In response to the letter to Westfield Homes from our attorney we are requesting a meeting between the builders and the Board.

B) Raymow Contract

Raymow's old contract expired as of Dec. 31, 2003. The new contract is still not signed. Our attorney has advised us not to sign it as worded. We are presently waiting for a final amendment. At which time, our Board President will sign the contract with the approval of three board members.

C) Annual Association Meeting

All of the Villa owners will receive a packet in the mail containing the Proxy Forms, Treasurers Report, the proposed covenants changes, etc. We need 67% of the vote for approval of the changes to the covenants. Our lawyer will be present.

There will be two Board member positions open for election.

7. New Business

A) 2004 Board Meeting

Our By-laws require that the Board meet not less than four times a year plus our Annual Meeting. For the time being, the Board has elected to meet monthly.

However, our Property Manager, Denise Schek, according to our contract with GPI, will attend one meeting quarterly plus the Annual Meeting

8. Adjournment

On Motion: Duly made by Mary Gram and seconded by Gayle Santone, Vice President. Passed unanimously.

Resolve: To adjourn the Board Meeting at 8:06 PM.

Submitted By:

Approved By:

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Secretary, Mary Gram

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President, Carlos Quiros