

Westwood Subdivision Association Board Meeting Minutes, October 17, 2010

7:44 pm -- Meeting was called to order by Dan Hubert. Attendees: Dan Hubert, Jim Bumbaugh, Jim Culbertson, Doug Salzenstein, Amy Bumbaugh, Brian Laferriere, Pat Pelavin, Larry Smith, Velia Cannon and Sally Fraser.

1. September 26, 2010 meeting minutes were approved.
2. Dan Hubert discussed the continued compilation of subdivision email addresses. Some progress has been made. Dan will attempt to obtain 100 percent participation for everyone who wishes to receive subdivision updates.
3. Jim Bumbaugh discussed the proposed letter to Village Council. The letter introduces the Association and discusses, generally, the Association's bylaws. Amy Bumbaugh emphasized (and everyone agreed) that the bylaws require Association approval for certain items (buildings, fences, other structures) and, as such, the Association will request that the township inform permit applicants that they need to obtain appropriate Association approval prior to commencement of a regulated project. The letter was read to the Board and approved.
4. Jim Bumbaugh also discussed RFP's for landscaping. Larry Smith will provide information regarding exactly what should be included in the RFP. Jim Culbertson just received the Association checkbook. The Board recognized that a lot of work had been done on the islands over the last year or two and that, as a result, spending may only be needed in the near future for maintenance and upkeep. Everyone agreed that the trees and shrubs look great. It was noted that fertilization is needed and weed and grub preventer should be applied. The Board will obtain up to five (5) bids.
5. Jim Culbertson discussed dues collection. 81% paid. Collection for 2011 will begin in May. A balance of approximately \$5,800 exists (post Corn Roast). This can be used to pay for landscaping in 2011. For those who have not paid in prior years, the Board discussed possibly permitting a payment plan (so that the resident can come current). The Board also discussed imposing a late fee after a certain date or possibly offering a discounted rate if dues are paid before a certain date.
6. Mike Fritzam just submitted a bill for his work on the lights at the subdivision entrances. Larry Smith noted that Mike did excellent work. Mike will replace the electric boxes in April 2011 (they are in poor condition) – Larry Smith will obtain an estimate from Mike. Larry Smith will discuss payment terms or a payment plan with Mike.
7. The Association approved payment for mums purchased at Eastern Market for the islands (approximately \$40).
8. Larry Smith proposed bulk delivery of mulch for the neighborhood, possibly before or after the Memorial Day parade. Larry Smith is also looking into the

idea of having a company come to the subdivision to sell flowers at a discount. Larry will obtain proposals. Both ideas were well received.

9. Valia Cannon discussed various social committee issues. Pictures from the Corn Roast will be posted on the website. There will be a Halloween Monster March on October 24th – a flyer will be distributed. Amy Bumbaugh and Valia Cannon will spearhead a kiosk at the Halloween Hoot. Valia is also working on preparing a welcoming basket for new residents (Valia will attempt to obtain coupons, etc, from local companies to put in the basket). The possibility of caroling in December was also discussed – possibly with food and hot chocolate beforehand.

10. Amy Bumbaugh discussed architectural committee issues, specifically village beautification awards. Amy contacted Ellen Marshall, Assistant City Manager. The last time beautification awards were awarded was in 2007. Too many awards were given and the program fizzled out. Ellen indicated that she was excited about starting the program again. Amy Bumbaugh will speak to Village Council regarding the idea.

11. Pat Pelavin discussed issues regarding the subdivision's website and the new website was unveiled. Everyone agreed that Pat did an amazing job with the website. A mission statement was discussed and enthusiastically approved.

The meeting ended at approximately 9:00 pm.