

**THE BOARD OF TRUSTEES OF WESTCHESTER OWNERS COMMITTEE HELD THEIR REGULAR SCHEDULED MEETING ON TUESDAY DECEMBER 15, 2015 AT 7:00 PM AT ST. JOHN VIANNEY CATHOLIC CHURCH, ROOM E9**

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**ESTABLISHMENT OF QUORUM-** Quorum was established with the following Trustees present: President Bill Tuttle, Vice President Robin Motley, Trustee Clay Roth, Trustee Daniel Fischer, Trustee Dan Read and Trustee Bill Hopkins. Secretary Brenna Norwood, Trustee Dawn Dudley, Treasurer Bonnie Tyndall and Trustee John DeFilippo were absent.

**CALL TO ORDER** – The meeting was called to order at 7:05 by President Bill Tuttle.

**HOMEOWNER FORUM** – none present.

**APPROVAL OF MINUTES** – The minutes of the November 2015 Board Meeting were approved

**FINANCIAL REPORT** – There was \$21,396.39 in the operating fund and \$85,531.92 in the money market. The non-capital reserve was \$90,268.12 in cash, and a CD in the amount of \$50,000.00 for a total of \$140,268.12. Outstanding receivables of maintenance fees, penalties and legal fees totaled \$6,810.54. Complete financials attached.

**POOL/TENNIS-** Vice President Motley advised the supplemental contract with H2Oasis was keeping the skimmer baskets clean, with the help of President Tuttle.

**MAINTENANCE-** Trustee Read reviewed the landscape bids emailed to trustees earlier. He recommended awarding the contract to Terry's Landscape. A motion was made, seconded and approved to hire Terry's Landscape for 2016. Trustee Read will send a termination letter to Green Masters with or thanks.

**TRASH AND PEST CONTROL-** Report attached. Trustee DeFilippo was absent.

**PATROL- Report** attached. Trustee Roth reported all quiet.

**RAP** –Trustee Dudley was absent. Board was reminded articles are to be submitted before the 20<sup>th</sup> of each month.

**COMMUNITY RELATIONS** – Trustee Hopkins requested clarification of the annual meeting agenda. President Tuttle asked Trustees for a brief summary of the 2015 accomplishments in their areas which he will present to the membership at the annual meeting. Trustee Hopkins advised there will be at least two new esplanades on Memorial Drive available for adoption. The consensus of the board was since Westchester does not abut Memorial Drive we would rather spend our limited funds on projects directly impacting Westchester.

**LEGAL** – Trustee Fischer advised the board follow up letters for deed restriction violations will be mailed in January.

**OLD BUSINESS-** none

**NEW BUSINESS-** President Tuttle advised the board Best Fit Solutions has requested a \$50.00 per month increase in their contract. The board unanimously agreed, citing the excellent service and responsiveness we enjoy.

The board adjourned to executive session.

**ADJOURNMENT-** There being no further business to come before the Board, the meeting was adjourned at 7:45. The next meeting will be the annual meeting on January 19, 2016, at Nottingham Elementary School. Registration begins at 6:30 pm and the meeting will be called to order at 7:00 pm.

A handwritten signature in black ink, appearing to read "W. R. Tuttle". The signature is written in a cursive style with a horizontal line extending from the end of the name.

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**Bill Tuttle, President**