

Homeowners Association at Westwood Lakes, Inc.
Board of Directors Special Meeting Minutes
Bayanihan Arts and Events Center
July 20, 2011

Call to Order/Establish Quorum:

President Linda Jones Bailes called the meeting to order at 7:07 PM. Present were Linda Jones Bailes, Chuck Fuller, Pam Hazel, Michelle Cardenas, Tim Delikat, Suzy Jackson and Walter Pilat. Bette Weseman, our community manager, was present as were several residents. The meeting was properly noticed and a quorum of Directors was present.

Approval of Minutes:

As this was a special meeting to review changes to the Architectural Guidelines and Community Rules and Regulations and the Enforcement and Fining Procedure, there were not minutes to be reviewed.

Discussion:

ACC Guidelines and Community Rules and Regulations:

1. Automobiles: A motion was made by Walter Pilat and seconded by Chuck Fuller to make the following changes to this section. Vote to approve was unanimous.
 - a. First word 'Documents' is deleted.
 - b. In Italics section, 2nd line, 'generally' is deleted and 'and' is added.
 - c. First section under the Italics section, the first 7 lines are deleted.
 - d. Start of the 8th sentence says, 'The Rules and Regulations, Exhibit E, Section 7, make it very clear where parking is permitted.....
 - e. Last 4 sentences of this section are removed.
 - f. Page 20, second paragraph, remove 'or local streets' and 'or tenant being fined'.
 - g. Next sentence, add the words 'and/or the Hillsborough County Sherriff's Department have the option...'
2. Chuck Fuller made a motion to withdraw all non-relevant previous motions. This was seconded by Linda Jones Bailes and the vote to approve was unanimous except for Walter Pilat who was out of the room during the vote.
3. Garage Sales: Linda Jones Bailes made a motion to add the following words to the beginning of the last sentence of the section. "Other than the 2 scheduled dates". This was seconded by Tim Delikat and the vote to approve was unanimous.
4. Contractor Rules: A motion was not made but it was asked that the words '(with appropriate parking permit from the property manager) be bolded. This is in the 4th bullet on page 22.
5. Michelle Cardenas made a motion to add the words 'or any lots' to the second to last sentence in the 2nd paragraph regarding parking on page 20. This was seconded by Suzy Jackson and the vote to approve was unanimous.

ACC Application Process:

1. Chuck Fuller made a motion that we add the words from article 4.2.4 to the ACC application. This is the stop work detail from the Declaration. Bette will add this wording. The motion was seconded by Pam Hazel and the vote to approve was unanimous.
2. Chuck Fuller made a motion to extend all of Article 4 to all exhibits in the ACC process package. This was seconded by Linda Jones Bailes and the vote to approve was unanimous. Bette will add copies to these exhibits.
3. **Michelle Cardenas made a motion to accept, with agreed upon changes, the ACC Process Document and the Declaration Document. This was seconded by Pam Hazel and approved with the following vote: Pam Hazel, Chuck Fuller, Walter Pilat, Linda Jones Bailes, Suzy Jackson and Michelle Cardenas voted to approve and Tim Delikat voted not to approve.**

Enforcement and Fining Procedure:

1. A motion was made by Suzy Jackson to remove the words 'and the final result can be a lien foreclosure' from paragraph 3 on the first page of the document. This was seconded by Linda Jones Bailes and the vote to approve was unanimous.
2. Tim Delikat made a motion to also remove words from 2 other sections that refer to a lien foreclosure. These are on page 1, last paragraph and on page 2, 5th bullet. The motion was seconded by Pam Hazel and the vote to approve was unanimous.
3. Walter Pilat made a motion to remove words in 3rd paragraph of page 3, 'and when the fining committee will vote to impose the fine'. Additionally, 2 other changes were included to the Request for a Hearing section. First paragraph, last sentence: delete the words 'committee may vote to begin the fining'. In the last paragraph the words 'A goal will be to' is to be replaced by 'The Board shall'. This was seconded by Suzy Jackson and the vote to approve was unanimous.
4. Chuck Fuller made a motion to remove 'may' and replace with 'shall' in the 2nd paragraph on page 4. Also, the words 'or modify' should be added to the next sentence in that paragraph. This was seconded by Tim Delikat and the vote to approve was passed with Michelle Cardenas, Suzy Jackson, Chuck Fuller, Tim Delikat, Pam Hazel, Linda Jones Bailes voting to approve and Walter Pilat voting not to approve.
5. It was suggested that the words 'Parking cars on the street overnight' be removed from the Violation Schedule. We also changed the words regarding Fence Construction to read: 'Failure to adhere to an approved ACC Application'. The number of days for other violations was changed from 14 to 21 days. No motions were made for these wording changes
6. A motion was made by Chuck Fuller to change words on the Violation Schedule to : 'A plan to remedy, clearly communicated to the Association, in writing, shall be considered as a remedy to the timeframe specified for the violation'. This was seconded by Michelle Cardenas and the vote to approve was unanimous.

7. **A motion was made by Michelle Cardenas and seconded by Suzy Jackson that we approve the Fining Procedure document with the changes we discussed. The vote to approve was unanimous.**

ACTION ITEMS: Several action items were brought up at the meeting that should be addressed at the next regular monthly BOD meeting.

1. **Bette Weseman to find a copy of the document/regs providing county officials to deal with illegally parked boats, commercial vehicles, vans, etc.**
2. **Michelle Cardenas to write an article for the next Living by the Lakes paper regarding our parking situation/problems.**
3. **Linda Jones Bailes to revise the Architectural Guidelines, Rules and Regulations and the Fining Process for Bette to mail out in time for the approval vote scheduled on August 9. Bette was also to print some additional pages for the Guidelines and update the letters for the Fining Process.**

A motion was made by Michelle Cardenas and seconded by Suzy Jackson to adjourn the meeting at 10 PM. The vote to approve was unanimous.

Submitted by Pam Hazel, Secretary